

Dear International Student:

Our records show that you are currently on F-1 status and engaged in Optional Practical Training (OPT). While you are on OPT you are still on F-1 status and must comply with SEVIS reporting requirements. To ensure that you are maintaining your F-1 status while on OPT, you must comply with the below information as soon as possible.

A. If you have NOT previously reported to the ISO with your OPT situation, please

1. Submit (scan and email) copy of EAD card to ISOadvisor@asu.edu.
2. Provide current employer name and address to ISOadvisor@asu.edu.

Notes:

1. For employment purposes you can work in paid or unpaid positions (volunteer/internship) as long as it is at least 20 hrs/wk and the employment is related to your field of study.
2. If not employed, you may indicate in your reply that you are still “actively seeking employment.”
3. Update address/es (Local and SEVIS) and report address changes through the MyASU website.

B. If you have reported to the ISO with you OPT situation in the past and have since changed your employment, please

1. Provide current employer name and address to ISOadvisor@asu.edu, including any period of unemployment.
2. Update address/es (Local and SEVIS) and report address changes through the MyASU website.

C. If you are currently in 17 months of OPT (STEM), please

1. Submit (scan and email) copy of EAD card to ISOadvisor@asu.edu.
2. Provide employer name and address to ISOadvisor@asu.edu – if you have changed your employment.

D. If you are no longer on F-1/OPT or in a situation other than above, let us know so we can give you further advisement to clear your visa/immigration records.

Important reminders:

- For travel while on OPT, you will need: a valid EAD card, OPT SEVIS I-20 endorsed by the ISO Designated School Official within the last 6 months, a valid passport, a valid visa and proof of employment to re-enter the U.S.
- Travel while your 12-month OPT is pending is risky. If you must travel call the ISO to make an appointment to see an advisor.
- Travel while 17-month OPT is PENDING is not allowed. You need a valid EAD card to re-enter the US. Plan accordingly.

For additional information/questions, please visit our website at <http://asu.edu/international/opt.html> or contact ISOadvisor@asu.edu for advisement.

Thank you.

International Student Office