Post-Completion Optional Practical Training (OPT) Request Checklist

1. Complete an in-person or online OPT workshop
2. Log into ISSS Link, navigate to "F-1 Practical Training" tab, and click on "OPT Request"
3. Wait for your departmental reviewer* to confirm your program end date
4. Pick up your new I-20 with OPT recommendation from the ISSS office
5. Wait 3-4 weeks for your OPT receipt notice to be delivered in the mail
6. Review all information on your EAD for errors

*The name and e-mail of your departmental reviewer can be found within the "OPT Request" e-form

- Fill out Form I-765 by using the ISSS step-by-step instructions
- Complete the "OPT Assessment" e-form and pass with at least an 80%
- Complete the remaining documents for your OPT application
- As you wait, gather the remaining documents for your OPT application
- Prepare your OPT application packet and submit it to USCIS
- Wait about 90-100 days for your employment authorization document (EAD) to be approved and delivered in the mail
- (if applicable) Use your OPT receipt notice to request a one-time 120-day extension for your Georgia driver's license
- Start employment no earlier than the start date listed on your EAD
- Report your contact and employer information in ISSS Link or the SEVP Portal
- Start employment no earlier than the start date listed on your EAD