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. Complete the "OPT Assessment" e-form and pass with at least an 80%
4. Wait for your departmental reviewer* to confirm your program end date
5. Receive your new I-20 with OPT recommendation. It will be electronically sent to you.
6. Wait 3-4 weeks for your OPT receipt notice to be delivered in the mail

*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%
- As you wait, gather the remaining documents for your OPT application
- Complete and submit the "OPT Request" e-form
- After your departmental reviewer* submits the confirmation, wait up to 5 business days for ISSS to review your OPT request
- 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
- Review all information on your EAD for errors
- 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