

Pre-Completion Optional Practical Training (OPT) Request Checklist

1

- Complete a live or online OPT workshop
- Review the guides for preparing an online or paper [Form I-765](#) on our [OPT FAQs webpage](#). ***Do not file your I-765 online or by mail without an OPT I-20 from ISSS.***



2

- Log into [ISSS Link](#), navigate to "F-1 Practical Training" tab, and click on "OPT Request"
- Complete the "OPT Assessment" e-form and pass with at least an 80%
- Complete and submit the "OPT Request" e-form

3

- Wait up to 5 business days for ISSS to review your OPT request
- As you wait, [gather the remaining documents](#) for your OPT application



4

- Receive your new I-20 with OPT recommendation. It will be [electronically sent to you](#).
- (optional) Meet with an ISSS advisor to review your OPT application
- Prepare your OPT application packet and submit it to USCIS

5

- Wait 3-4 weeks for your OPT receipt notice to be delivered in the mail
- Wait about 90-100 days for your employment authorization document (EAD) to be approved and delivered in the mail



6

- Review all information on your EAD for errors
- Start employment no earlier than the start date listed on your EAD



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