UCLA | **Dashew Center**
for International Students & Scholars

106 Bradley International Hall
417 Charles E. Young Drive West
Los Angeles, CA 90095-1379
310-825-1681

POST-COMPLETION OPTIONAL PRACTICAL TRAINING (OPT) I-20 REQUEST FORM

Last Name: _____
(as it appears on passport)

First Name: _____
(as it appears on passport)

UCLA ID#: _____

SEVIS ID#: N_____

Major: _____

Date of Birth: _____

Email: _____

Phone: _____

Country of Citizenship: _____

Expected Degree Completion Term & Year:_____

Degree Objective: Bachelor's   Master's   Doctorate

REQUESTED OPT AUTHORIZATION DATES

When choosing your requested OPT authorization dates, please consider USCIS' current processing times and review the OPT start date window listed in the OPT Workshop.

Start Date: _____   End Date: _____
          Month   Day   Year   Month   Day   Year

* Requested OPT start and end dates cannot be changed once your OPT application has been submitted to USCIS.

OPT I-20 Request Checklist (submit via email to dcissf1unit@saonet.ucla.edu)

☐ **Post-Completion Optional Practical Training (OPT) I-20 Request Form** (correctly completed)

☐ **$340 Online OPT Administrative Processing Fee Payment Receipt** (copy of email payment confirmation)

☐ **Update your email address in MyUCLA** (make sure that you will have access to this email address after graduation - it will be listed in your F-1 SEVIS record and used to create your SEVP Portal account)

☐ **Verification of Degree Completion Form**

FOR OFFICE USE ONLY	INIT: _____ DATE: _____		
	☐ Restriction Holds	☐ Current Enrollment	☐ Past Enrollment ☐ OPT Admin Fee

A Department of Student Affairs