

CHANGING EMPLOYERS DURING THE OPT 24 MONTH EXTENSION PERIOD

BEFORE any changes in your current employment, you will need to complete the following:

1. Complete the “Final Evaluation” report for your current employer. This can be found on the bottom half of page 5 of your current I-983.
2. Submit a new 24 Month STEM Extension Request Form
3. Submit a new Student Acknowledgment Form
4. Submit a letter of “Offer of Employment” from the new employer
5. Submit a new completed [Form I-983](#)

Once you have completed all items, email the documents to an OISS Advisor.

REQUEST FOR OPT 24 MONTH EXTENSION

Application Deadline

Your complete OPT STEM Extension application must be received by USCIS on or before your 12 month OPT expiration date. The earliest you can submit this form is 90 days before the end date of your 12 month OPT EAD. Students with current 17 Month STEM Extensions or applications pending after May 10, 2016 should see the STEM OPT 24 Month Extension Overview webpage at: <http://oiss.wayne.edu/immigration-visas/opt-stem-24mo-overview.php> for transition details including deadlines.

Student Information	
Family Name:	Given Name:
Birth Date (Month/Day/Year):	WSU ID Number:
Email:	Telephone:
Start Date of Current EAD:	End Date of Current EAD:
OPT Degree Major(s):	Date Awarded:
Current Address:	Mailing Address if different from Current Address:
STEM Degree Information: STEM Degree Level: <input type="checkbox"/> Bachelor's <input type="checkbox"/> Master's <input type="checkbox"/> Ph.D Is the STEM degree from Wayne State University? <input type="checkbox"/> Yes <input type="checkbox"/> No If NO, then at what school?	Prior STEM Extension Usage: Have you ever had an OPT STEM Extension before? <input type="checkbox"/> Yes <input type="checkbox"/> No List the dates of your <i>previous</i> STEM Extension: From: _____ To: _____ Degree level for your <i>previous</i> STEM Extension? <input type="checkbox"/> Bachelor's <input type="checkbox"/> Master's <input type="checkbox"/> Ph.D
REQUIRED: "I understand the responsibilities required for maintaining F-1 status during my period of STEM OPT authorization as stated on the OPT 24 Month Extension Reporting Acknowledgement Form and I am responsible for all reporting requirements."	
Signature of Student:	Date:

OPT Employer Information – If more than 3, list the others on a separate sheet	
Employer 1 Name:	E-Verify #: <input type="checkbox"/> N/A
City / State:	EIN #: <input type="checkbox"/> N/A
Hours per Week:	
Employment Start Date:	Employment End Date:
Employer 2 Name:	E-Verify #: <input type="checkbox"/> N/A
City / State:	EIN #: <input type="checkbox"/> N/A
Hours per Week:	
Employment Start Date:	Employment End Date:
Employer 3 Name:	E-Verify #: <input type="checkbox"/> N/A
City / State:	EIN #: <input type="checkbox"/> N/A
Hours per Week:	
Employment Start Date:	Employment End Date:

Self-Employment, Work for Hire, and Employment through Agencies/Consulting Firms
The government has commented: "There are several aspects of the STEM OPT extension that do not make it apt for certain types of arrangements, including multiple employer arrangements, sole proprietorships, employment through 'temp' agencies, employment through consulting firm arrangements that provide labor for hire, and other relationships that do not constitute a bona fide employer-employee relationship. One concern arises from the difficulty individuals employed through such arrangements would face in complying with, among other things, the training plan requirements of this rule. Another concern is the potential for visa fraud arising from such arrangements. Furthermore, evaluating the merits of such arrangements would be difficult and create additional burdens for DSOs. Accordingly, DHS clarifies that students cannot qualify for STEM OPT extensions unless they will be bona fide employees of the employer signing the Training Plan, and the employer that signs the Training Plan must be the same entity that employs the student and provides the practical training experience. DHS recognizes that this outcome is a departure from SEVP's April 23, 2010 Policy Guidance (1004-03)."

OPT 24 MONTH EXTENSION REPORTING ACKNOWLEDGEMENT FORM**Student's Responsibilities:**

All F-1 students on Optional Practical Training (OPT) are still students of the institution that issued the OPT 24 Month Extension recommendation I-20 and are required by the Department of Homeland Security to report to the Office of International Students and Scholars (OISS) the following:

- Address and name change within 10 days of the change
- Any periods of interruption in your employment, including any and all changes in employer(s)
- Name and address change of employer (including when you change employers)
 - If there is no change in the above information a validation report to the DSO **MUST** still be done every six months (Online at OISS website: OPT Information Reporting (Online)) (<https://online.oiss.wayne.edu/optreporting/>)
- STEM OPT students must complete an annual self-evaluation and must report to their DSO about the progress of the training experience. Students must sign the self-evaluation prior to submitting it to OISS, who will include it in the student's record.
- Both the student and employer are obligated to report to the student's DSO any material changes to, or material deviations from, the student's formal training plan.

Please review the following regulations:

- 8 CFR 214.2(f)(17) requires that "A student must inform the DSO and the Service of any legal changes to his or her name or of any change of address, within 10 days of the change, in a manner prescribed by the school. A student enrolled at a SEVIS school can satisfy the requirement in 8 CFR 265.1 of notifying the Service by providing a notice of a change of address within 10 days to the DSO, who in turn shall enter the information in SEVIS within 21 days of notification by the student."
- 8 CFR 214.2(f)(12) requires that "An F-1 student authorized by the Service to engage in practical training is required to report any change of name or address, or interruption of such employment to the DSO for the duration of the authorized training."
- 8 CFR 214.3(g)(3) requires reporting within 21 days of change in "Any other notification request made by SEVIS with respect to the current status of the student".
- 8 CFR 214.2(f)(12)(ii)(B) requires that "The student must make a validation report to the DSO every six months starting from the date the extension begins and ending when the student's F-1 status ends, the student changes educational levels at the same school, or the student transfers to another school or program, or the 24 month OPT extension ends, whichever is first. The validation is a confirmation that the student's information in SEVIS for the items in [sic] listed in paragraph (f)(12)(ii)(A) of this section is current and accurate. This report is due to the student's DSO within 10 business days of each reporting date."

The approval and continued validity of the OPT STEM extension is based on the student's job meeting certain requirements:

- The employer is enrolled in E-Verify
- The employer has an IRS Employer Identification Number (EIN)

- The employer has sufficient resources and personnel available to provide the training specified in the Form I-983
- The employer signs the Form I-983 Training Plan, agreeing to the wage, working conditions, supervision, site visit, and reporting obligations set forth on the form and in the regulations.
- The job must be directly related to the degree that qualifies the student for the STEM OPT extension
- The job must assist the student in reaching his or her training goals
- The job must be a paid job
- The job's compensation and working conditions must be "commensurate with terms and conditions applicable to the employer's similarly situated U.S. workers in the area of employment."
- The student on a STEM OPT extension cannot not replace a full or part time, temporary or permanent U.S. worker
- Any job undertaken must be for at least 20 hours per week, "excluding time off taken consistent with leave related policies applicable to the employer's similarly situated U.S. workers."
- The job must be in the context of a bona-fide employer-employee relationship. Self-employment does not constitute a qualifying job for purposes of a 24 month STEM OPT extension
- The job must comply with "all applicable Federal and State requirements relating to employment."
- **The student when changing jobs during the STEM OPT extension period must complete the Form I-983 Training Plan with the new employer and submit to OISS for approval prior to taking the new position.**

I acknowledge that I am responsible for reporting the above mentioned DHS requirements to the Wayne State University Office of International Students and Scholars as specified in the regulations.

I also acknowledge that in case I have to depart the U.S. during my valid OPT, and will not be returning, I need to complete and submit the OISS **Notification of Departure/Completion of Program** form found on the OISS website <http://www.oiss.wayne.edu> to oissmail@wayne.edu or fax to (313) 577-2962 By acknowledging that I will not be returning to the U.S. and my SEVIS record will be terminated and my OPT (Employment Authorization Document) will be cancelled. I understand that I will need to request a new I-20 should I decide to return to the U.S. to attend Wayne State University.

STUDENT NAME (PRINT)	STUDENT SIGNATURE	DATE
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