APPLYING ONLINE FOR FORM 1-765

REMINDERS BEFORE YOU FILE

Do not pay any filing fee on the USCIS website until **AFTER** you have been approved for your <u>OPT application e-form</u> **and** emailed a copy of your new I-20 recommending you for OPT or STEM OPT. The OPT recommendation appears on **page 2** of your I-20.

You can start your <u>online form I-765</u> petition with USCIS now and then upload a DRAFT .pdf version of how you answered your questions online. You will need to upload this .pdf to your OPT application e-form for ISS review.

E-forms for OPT and STEM OPT are found on the ISS FORMS PAGE: https://www.fau.edu/global/international/forms/

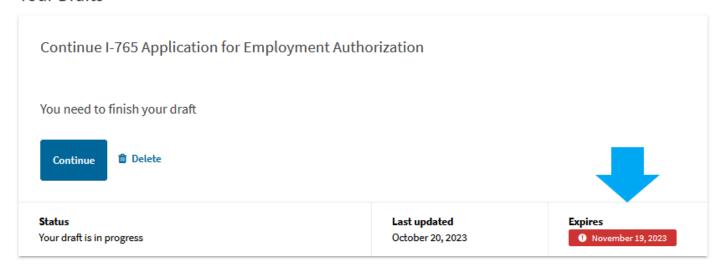
You can save your progress automatically when completing the online I-765 and resume answering questions later.

Also, pay attention to when your form expires! Be mindful of ISS processing time for being issued the OPT I-20; we process requests in the order of <u>full</u> submission. If your I-20 is processed after your I-765 draft expires, then you will simply re-answer your I-765 questions thereafter.

Online I-765 can remain in DRAFT status on your USCIS account for only 30 days from the date of the last update!

Again, you need to FIRST receive an I-20 from ISS recommending you for the OPT on page 2 of the I-20 BEFORE submitting your application fully to USCIS by way of paying for the filing fee!

Your Drafts



STEP 1: GO TO USCIS.GOV FOR FORM I-765

I-765, Application for Employment Authorization: https://www.uscis.gov/i-765

Click on File online.

File Online

Home > File Online > Forms Available to File Online

Forms Available to File Online

This page lists the <u>USCIS forms</u> that are currently available to file online. To learn about the benefits of filing a form using our secure online system, visit the <u>File Online</u> page, where you can get started by first creating a free USCIS online account.

In addition to submitting a form online, if you are immigrating to the United States as a lawful permanent resident, you must <u>pay the USCIS Immigrant Fee</u> unless exempted. You can pay this fee online. You may also <u>pay for your travel</u> document online.

Select the form I-765

I-765 | Application for Employment Authorization



Filing under one of these categories:

- (a)(12) Temporary Protected Status granted;
- (c)(3)(A) F-1 student, pre-completion Optional Practical Training (OPT);
- (c)(3)(B) F-1 student, post-completion OPT;
- (c)(3)(C) F-1 student, 24-month extension of OPT for science, technology, engineering and mathematics (STEM) students;
- (c)(8) Asylum application pending for a minimum of 150 days;
- (c)(8) Application for Employment Authorization Based on Pending Form I-589, Application for Asylum or for Withholding of Removal;
- (c)(11) Paroled for urgent humanitarian or significant public benefit purposes;
- (c)(19) Certain pending TPS applicants whom USCIS has determined are prima facie eligible for TPS and who may then receive an EAD as a "temporary treatment benefit" under 8 C.F.R. 244.10(a); or
- (c)(33) Consideration of Deferred Action for Childhood Arrivals (DACA) (You
 must have a pending or approved Form I-821D in order to file Form I-765).



Click on My USCIS as shown below. How to create a MyUSCIS account: https://www.uscis.gov/file-online/how-to-create-a-uscis-online-account

Account Type, select "I am an applicant, petitioner, or requestor."

Welcome to your USCIS Account

Select what you want to do

Edit My Account Profile

Editing your profile includes making changes to your email, password, phone number, security questions, or the two-step verification method and backup code.

Login to a USCIS Service





Apply for immigration benefits, find tools and resources to assist in preparation for naturalization, and search for doctors in your local community.

FIRST

Submit, manage and receive Freedom of Information Act (FOIA) requests.



Confirm your records for employment eligibility, track E-Verify or Self-Check case status, and protect your identity by locking your Social Security Number (SSN).

Not sure what service you need? Start at <u>USCIS.gov</u>

File a Form

Select the form you want to file online. Once you start, we will automatically save your information for 30 days, or from the last time you worked on the form.

Fee waiver: If you are requesting a fee waiver, you cannot file online. You must file a paper version of both the Form I-912, Request for Fee Waiver and the form for the specific benefit you are requesting. You can review the fee waiver guidance at www.uscis.gov/feewaiver.

Select the form you want to file online.

I-765, Application for Employment Authorization

Use this form to request employment authorization and an Employment Authorization Document (EAD) if your immigration status allows you to work in the United States.

A Note: You may apply online if your eligibility category is:

- (a)(12) Temporary Protected Status (You are submitting an initial Form I-821 or you have an approved Form I-821);
- (c)(3)(A) F-1 student, pre-completion OPT;
- (c)(3)(B) F-1 student, post-completion OPT;
- (c)(3)(C) F-1 student, 24-month extension for STEM students (students holding a degree in science, technology, engineering, or mathematics);
- (c)(8) Applicants for Asylum under the ABC Settlement Agreement;
- (c)(8) Application for Employment Authorization Based on Pending Form I-589, Application for Asylum or for Withholding of Removal;
- (c)(11) Parole;
- (c)(19) Temporary Protected Status (You have a pending Form I-821); or
- (c)(33) Consideration of Deferred Action for Childhood Arrivals (DACA) (You must have a pending or approved Form I-821D in order to file Form I-765).

All other applicants must submit a paper Form I-765.

Concurrent filing available

You can file Form I-907, Request for Premium Processing Service, if you are filing under one of the eligible categories.

If you request premium processing, we will present Form I-907 for you to complete after you sign Form I-765. This will allow you to pay for and submit both forms at the same time.



Read the information on the USCIS website pertaining to the form I-765

I-765, Application For Employment Authorization

Certain foreign nationals who are in the United States may file Form I-765, Application for Employment Authorization, to request employment authorization and an Employment Authorization Document (EAD). Other foreign nationals whose immigration status authorizes them to work in the United States without restrictions may also use Form I-765 to apply to U.S. Citizenship and Immigration Services (USCIS) for an EAD that shows such authorization.

Foreign nationals may also apply for a Social Security number and card on Form I-765.

If you are a lawful permanent resident, a conditional permanent resident, or a nonimmigrant only authorized for employment with a specific employer under 8 CFR 274a.12(b), do **not** use Form I-765.

Learn more about employment authorization.



Before You Start Your Application

Click on 'Next' after you have reviewed all the notices.

Next

read the information and then, click on 'Start.'

Start

What is your eligibility category? Choose the option that applies to you.

What is your eligibility category?



If your eligibility category does not appear on the drop-down list, you must file a paper $\underline{\text{Form I-765}}$. If you submit online and are not eligible for one of the listed categories, your application may be denied.

(c)(3)(B) Student Post-Completion OPT

(C)(3)(B) is for POST completion OPT – applied for in final term of study.

(C)(3)(C) is for STEM OPT – can only be requested during a valid period of POST completion OPT; applied for only during the 90 days <u>before</u> POST OPT expires!

Would you like to request Premium Processing Service?

Premium Processing Service guarantees that USCIS will take one of several possible actions (issue an approval notice, a denial notice, a notice of intent to deny, or a request for evidence) on your Form I-765 within 30 days.

The fee for Premium Processing Service for Form I-765 is \$1,500.

If you request premium processing, you will be asked to complete Form I-907 after you sign your Form I-765. You will then be able to pay for and submit both forms at the same time.



Premium Processing is **OPTIONAL**. In addition to the standard mandatory filing fee. The premium processing is an **additional fee**.

You can choose to pay for premium processing even **AFTER** you have submitted your I-765 if you are not sure you wish to pay this optional fee right now. Premium processing can be added to an already pending I-765 petition at a later date.

Learn more about this option on the USCIS website:

https://www.uscis.gov/forms/all-forms/how-do-i-request-premium-processing

What is your reason for applying?	INITIAL PERMISSION OPTION 1:
	You will select initial permission to accept employment if
O Initial permission to accept employment	you are a first-time applicant. This option is for students
 Replacement of lost, stolen, or damaged employment authorization document or correction of my employment authorization document NOT DUE to US Citizenship and Immigration Services error 	who have never applied and been approved for OPT in the past.
Renewal of permission to accept employment	RENEWAL OF PERMISSION OPTION 3:
	If you were issued an EAD card (work permit) for an OPT in the past then you should select the third option, renewal of permission to accept employment.
Have you previously filed Form I-765?	
○ Yes ○ No	If you select 'yes' for having previously filed a form I-765 (meaning you have been approved for an EAD in the past), you will also
O 140	need to upload a copy of your previously issued EAD – employment authorization document.
Is someone assisting you with completing this application? Yes No	Select 'no' here even if you received advising assistance from ISS.
Back Next	

What is your current legal name?

Your current legal name is the name on your birth certificate, unless it changed after birth by a legal action such as marriage or court order. Do not provide any nicknames here.

Given name (first nam	e)	Middle name
Family name (last nam	ne)	
Have you used	any other r	names since birth?
Other names used may	include nicknar	mes, aliases, and maiden names.
Other names used may Yes	include nicknar	mes, aliases, and maiden names.
	include nicknar	nes, aliases, and maiden names.
○ Yes	include nicknar	nes, aliases, and maiden names.
○ Yes	include nicknar	mes, aliases, and maiden names.

Enter your name to be consistent with your other immigration documents. How you list your name for this section will reflect on how your name is printed on your EAD work permit.

It is recommended that you be consistent with your naming convention as it appears on your other US-issued documents, <u>such as the F-1 visa</u>.

Be very careful and check the spelling of your name and name order to avoid typographical errors! The name as you enter it on your I-765 will also reflect on your EAD. Requesting a corrected EAD due to applicant error will result in paying a new I-765 filing fee.

How may we contact you?

Daytime telephone nu	mbor			
Daytime tetephone nu	mbei			
Provide a 10-digit phon	e number.			
Mobile telephone num	nber (if any)			
This is the same as	s my daytime telephone nu	mber.		
Provide a 10-digit phon	e number.			
Email address				
Enter your own en	nail here – preferably y	our FAU email		
Example: user@domair	1.com			
				ANT! Be sure to enter the address as shown here if to use the ISS office address for mailing (highly
-	rrent U.S. mailing		recomm	
application process. We	t mailing address to conta e may not be able to conta I valid address. Please pro	ct you if you do not	recomm	chaca).
In care of name (if any	·)			
International Stu	ıdent Services 🔸			re of line (if any), you must list International
				Services. This is so that the FAU mail room directs CIS notices and EAD card to the ISS office!
Address line 1			1	
777 GLADES RD DP-49		DP-49 needs to be listed on address line 1. This is the		
Street number and nam	ne		building	number for the ISS office.
Address line 2			l lee the	ODICINAL address if the mindow name or calcing
				ORIGINAL address if the window pops up asking onfirm. DO NOT use the USCIS recommended
Apartment, suite, unit,	or floor		,	with the '#' – this will cause an issue with
City or town	S tate	ZIP code	submitti	ng your application.
BOCA RATON	Florida 🔻	33431-6424	J	Verify your address We are unable to verify your address with the U.S. Postal
		Provide a 5 or 9-digit ZIP code.		Service. To avoid delays, please use the recommended address.
		1		Original address:
	7:	/ mostal ands as at a	um horo	777 Glades RD DP-49, BOCA RATON, FL, 33431-6424
	Zip	/ postal code as sho	wii nere.	Recommended address:
				777 GLADES RD # DP-49, BOCA RATON. FL. 33431-6424

Use selected address

Edit original address

If using ISS address for mailing, choose 'no' for next question and provide your living address:

your
Answer the following accordingly
This should be your living address in the US.
9-digit

What is your gender?
○ Male
Female
Temate
What is your marital status?
○ Single
○ Married
Oivorced
O Widowed
Back Next
What is your city, town, or village of birth?
What is your state or province of birth?
what is your state or province or birth:
What is your country of birth?
•
What is your date of birth?
MM/DD/YYYY
Back Next

What is your country of citizenship or nationality? List all countries where you are currently a citizen or national.	
+ Add country	
What is your Form I-94 Arrival-Departure Record Number (if any)?	I-94 arrival number found on your most recent I-94.
Provide an 11 character I-94 Number.	For change of status students with approval notice to F-1 status Notice of Action I-797 your I-94 record is on the lower left corner!
	For students who traveled using F-1 visa, you can retrieve your I-94 online: https://i94.cbp.dhs.gov/I94/#/home
When did you last arrive in the United States? List your arrival date, place of arrival, and status at arrival.	Enter your name exactly as it appears on your
Date of arrival (on or about)	passport when retrieving the I-94 record.
MM/DD/YYYY	U.S. Customs and Border Protection Securing America's Borders
Place of arrival	Most Recent I-94
Status at last arrival	Admission (I-94) Record Number : Most Recent Date of Entry: 2018 November 23 Class of Admission : F1

Admit Until Date : D/S

Details provided on the I-94 Information form:

What is the passport number of your most recently issued passport?	The passport number is usually found in the upper RIGHT corner of your passport biographical page.
What is your travel document number (if any)?	Can leave this question blank.
What is the expiration date of your passport or travel document?	
MM/DD/YYYY	
What country issued your passport or travel document?	
What is your current immigration status or category?	
•	
What is your Student and Exchange Visitor Information System (SEVIS) Number (if any)? Use the "Additional Information" section to include all previously used SEVIS numbers.	SEVIS Number is found on your I-20 page 1 in the upper LEFT corner.
N- Provide a 10, 11, or 12-digit SEVIS number.	
Back Next	

What is your A-Number?	
I do not have or know my A-Number.	
A-	Leave this question blank answering as "I do not have or know my A-Number."
Provide a 7, 8, or 9-digit number. If your A-Number is fewer than 9 digits, the system will automatically add zero(s) after the "A" and before the first digit so there is a total of 9 digits, for example: A-001234567.	
What is your USCIS Online Account Number? Providing your unique USCIS Online Account Number (OAN) helps us manage your account. You may already have an OAN if you previously filed certain paper forms and received an Account Access Notice in the mail. You can find the OAN at the top of the notice; it is not the same as an A-Number.	,
I do not have or know my USCIS Online Account Number.	
Provide a 12-digit Online Account Number.	
Has the Social Security Administration (SSA) ever officially issued a Social Security card to you?	
○ Yes	Read carefully and answer accordingly
○ No	
Do you want the SSA to issue you a Social Security card? O Yes No	If you do <u>not</u> have an SSN, you may answer <u>YES</u> for the question asking, "do you want the SSA to issue you a Social Security Card?" Your SSN card will then be issued by SSA <u>after</u> your EAD card is produced by USCIS. If you DO already have an SSN then you should not
	apply for another one.
Back Next	If you are requesting an SSN card, you will then provide additional information, such as parents'

names, etc.

EVIDENCE SECTION - DOCUMENT UPLOADS OVERVIEW

2" X 2" Photo Of You

Upload a recent color photograph of yourself that measures 2 inches by 2 inches, with your face measuring 1 inch to 1 3/8 inch from your chin to the top of your head. Your eyes should be between 1 1/8 inch and 1 3/8 inch from the bottom of the photo.

Make sure your whole face is visible, you are facing the camera directly, and the background is white or off-white. Your head must be bare, unless contrary to your religious beliefs.

If you need help understanding the photo requirements or want to resize, rotate, or crop your photo, you can use the Department of State's <u>photo</u> <u>composition tools</u>. Please note that we cannot approve your application without your photo.

File requirements

- · Clear and readable
- · Accepted file formats: JPG, JPEG, or PNG
- No encrypted or password-protected files
- If your documents are in a foreign language, upload a full English translation and the translator's certification with each original document.
- · Upload no more than one document at a time
- Accepted file name characters: English letters, numbers, spaces, periods, hyphens, underscores, and parentheses
- · Maximum size: 12MB per file

Choose or drop files here to upload

Back

Next

You can visit Walgreens, CVS, the post office, Costco, etc. to have a passport-size photo taken.

It is recommended that you also request an electronic copy of your photo to then upload on the USCIS website.

Use the online photo tool if needed to make sure your photo meets the requirements.

Photos should meet the following: neutral facial expressions; white or off-white background without texture; no visual shadows; applicant facing camera; retouched or edited images will not be accepted by USCIS.

iPhone photo file types will not be accepted. You will need to ensure your file types are in the accepted format.

TIP: if the website says there is an error with your photo, but it appears to be correct and meets the requirements mentioned here then you can still proceed.

USCIS will contact you and give you the opportunity to upload another photo in the future if the photo needs revising.

Form I-94, Arrival And Departure Record Or Passport

Upload a copy of one of the following:

- Your Form I-94, Arrival-Departure Record (front and back);
- · A printout of your electronic Form I-94; or
- · Your passport or other travel document.

If you were admitted to the United States by CBP at an airport or seaport after April 30, 2013, CBP may have issued you an electronic Form I-94 instead of a paper Form I-94. You may visit the <u>CBP website</u> to obtain a paper version of an electronic Form I-94. CBP does not charge a fee for this service. Some travelers admitted to the United States at a land border, airport, or seaport, after April 30, 2013, with a passport or travel document, who were issued a paper Form I-94 by CBP, may also be able to obtain a replacement Form I-94 from the CBP website without charge.

If your Form I-94 cannot be obtained from the CBP website, it may be obtained by filing Form I-102, Application for Replacement/Initial

Nonimmigrant Arrival-Departure Record, with USCIS. USCIS does charge a fee for this service.

If you do not have and cannot get a required document, you must demonstrate this and provide secondary evidence. If secondary evidence does not exist or is unavailable, you must demonstrate both the unavailability of the required document and the relevant secondary evidence and submit two or more sworn affidavits by people not named on this application who have direct knowledge of the event and circumstances.

Learn more about Primary and Secondary evidences.

File requirements

- · Clear and readable
- · Accepted file formats: JPG, JPEG, PDF, TIF or TIFF
- · No encrypted or password-protected files
- If your documents are in a foreign language, upload a full English translation and the translator's certification with each original document.
- · Upload no more than five documents at a time
- Accepted file name characters: English letters, numbers, spaces, periods, hyphens, underscores, and parentheses
- · Maximum size: 12MB per file

Choose or drop files here to upload

Upload the most recent I-94 record here. Retrieved from https://i94.cbp.dhs.gov/I94/#/home

On the CBP I-94 website, click on 'get most recent I-94' on the top and enter your name exactly as it appears on your passport that was used for your most recent travel.

If you have an older passport that is associated with your most recent travel I-94 record, then you may upload both your old and current passport under the government issued ID section (Page 16 of this guide).

Employment Authorization Document Or Government ID

Upload a copy of your last Employment Authorization document (EAD) (front and back). If you were not previously issued an EAD, you must upload a copy of a government-issued identity document (such as a passport) showing your picture, name, and date of birth; a birth certificate with photo ID; a visa issued by a foreign consulate; or a national ID document with photo and/or fingerprint. The identity document photocopy must clearly show your facial features and contain your biographical information.

File requirements

- Clear and readable
- · Accepted file formats: JPG, JPEG, PDF, TIF or TIFF
- · No encrypted or password-protected files
- If your documents are in a foreign language, upload a full English translation and the translator's certification with each original document.
- · Upload no more than five documents at a time
- Accepted file name characters: English letters, numbers, spaces, periods, hyphens, underscores, and parentheses
- Maximum size: 12MB per file

Choose or drop files here to upload

Upload a copy of your passport and F-1 visa for this section.

Change of status students or citizens of Canada/Bermuda only upload a copy of your passport.

Previously Authorized CPT Or OPT

Upload evidence of any previously authorized CPT or OPT and the academic level at which it was authorized.

File requirements

- Clear and readable
- · Accepted file formats: JPG, JPEG, PDF, TIF or TIFF
- · No encrypted or password-protected files
- If your documents are in a foreign language, upload a full English translation and the translator's certification with each original document.
- · Upload no more than five documents at a time
- Accepted file name characters: English letters, numbers, spaces, periods, hyphens, underscores, and parentheses
- · Maximum size: 12MB per file

Choose or drop files here to upload

Upload copies of any I-20s you were issued in the past for any CPT you were approved for during your current program of study. You should have been emailed these I-20s in the past from ISS. CPT should be shown on page 2 of the I-20 and you should have your original signature on page 1.

If you were approved for OPT in the past, upload a copy of your previous EAD card.

If you never applied for CPT or were approved for an OPT, then leave this section blank.

"You should provide evidence" – still SKIP this section "previously authorized CPT or OPT" if it does not apply to you.

Back

I-20 ISSUED FOR OPT - AFTER OPT E-FORM APPROVAL

I-20, Certificate Of Eligibility For Nonimmigrant Student Status



🛕 Important information regarding your Form I-20

Do **NOT** submit this form until you receive a Form I-20 recommendation from your DSO. We will deny your application if you do not include your Form I-20 recommendation when you submit Form I-765. If you need to provide Form I-765 to your DSO, print or download this draft before you submit.

Upload a copy of the Form I-20, Certificate of Eligibility for Nonimmigrant Student Status endorsed by the Designated School Official (DSO). For the (c)(3)(B) eligibility category, your DSO must have entered the recommendation for OPT into your SEVIS record within 30 days of you submitting Form I-765. If you fail to do so, we will deny your OPT request. For the (c)(3)(C) eligibility category, the Form I-20 must have been endorsed by the DSO within 60 days of submitting Form I-765.

File requirements

- Clear and readable
- · Accepted file formats: JPG, JPEG, PDF, TIF or TIFF
- · No encrypted or password-protected files
- If your documents are in a foreign language, upload a full English translation and the translator's certification with each original document.
- Upload no more than five documents at a time
- Accepted file name characters: English letters, numbers, spaces, periods, hyphens, underscores, and parentheses
- · Maximum size: 12MB per file

Choose or drop files here to upload

! STOP HERE FOR NOW!

You will not have this I-20 until <u>AFTER</u> you have submitted your OPT application <u>e-form</u> to ISS and have been emailed the form I-20 issued specially recommending you for OPT on page 2 of the I-20.

SKIP this section for now and proceed to the preview section where you will export a copy of how you answered your online I-765.

The I-20 you will be issued recommending you for OPT is only valid for 30 days from the date you receive this new I-20 to file your OPT. Be very mindful of this deadline as mentioned here underlined.

"You should provide evidence" – still SKIP this section unless you have your OPT-issued I-20.

AFTER your OPT e-form is approved and you have received your OPT I-20, you will then return to this section of your online I-765 and upload a copy of that I-20 with your signature on page 1 (using blue ink pen). Be sure to upload a color photocopy of your signed I-20 (all 3 pages).

Note: if you have dependent (F-2) then you will not need to upload the dependent F-2 I-20 for this section – only the F-1 I-20 needs to be uploaded.

Back

Additional Information

If you need to provide any additional information for any of your answers to the questions in this form, enter it into the space below. You should include the questions that you are referencing.

If you do not need to provide any additional information, you may leave this section blank.

+ Add a response

Back

Next

In most cases, this section is not necessary, and you may skip this.

Check your application before you submit

Please review your application and check it for accuracy and completeness before you submit it.

We encourage you to provide as many responses as you can throughout the application. Missing or incomplete information may slow down the review process after you submit your application.

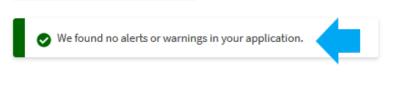
You can return to this page to review your application as many times as you want before you submit it.

Your fee



Refund Policy: USCIS does not refund fees, regardless of any action we take on your application, petition or request, or how long USCIS takes to reach a decision. By continuing this transaction, you acknowledge that you must submit fees in the exact amount and that you are paying the fees for a government service.

Alerts and warnings



You should see this as well – no alerts on your application – all necessary questions were answered.

The filing fee is paid only <u>AFTER</u> you have been approved for your <u>OPT</u> e-form with ISS and have

uploaded your I-20 issued specifically for OPT.

credit or debit card.

Proceed to the next screen for now, you will come back

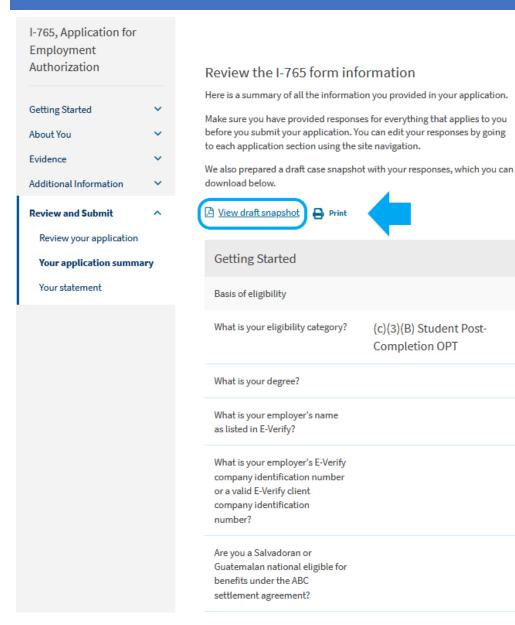
to this later and upload the new I-20 for OPT and submit

the filing fee online by way of online payment using a

Click next, so you can print a screenshot of your responses.

Back

FINAL REVIEW - VIEW DRAFT SNAPSHOT



Click on view draft snapshot.

This allows you to save a PDF copy of how your I-765 was completed. This PDF will then need to be uploaded to your OPT application e-form.

On your pdf file there will be an "Electronic form only" watermark, which is normal. Please upload this copy to your e-form.

Notice here to the left some questions will be blank because it does not apply to your I-765 eligibility category. This is completely normal.

Example: C 3 B is for postcompletion OPT. The questions blank here apply only to the C 3 C filing category for STEM OPT.

FINAL STEP!

- 1. Either submit your OPT application e-form to ISS for approval, OR
- 2. If you have already been approved for your OPT e-form and have received your OPT-issued I-20, proceed with your online I-765 filing with USCIS. Continue to the next page of this guide.

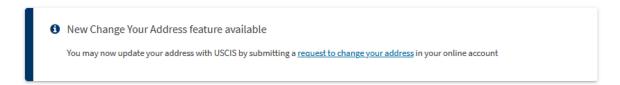
The I-20 you are issued for OPT is only valid for 30 days from the issue date! You must submit your I-765 petition to USCIS within 30 days of being issued your new OPT recommendation I-20 (OPT requested on page 2 of I-20), or you must contact ISS to request a new OPT recommendation I-20 if you exceed 30 days <u>before</u> submitting your petition to USCIS.

SUBMIT I-765 TO USCIS

After receiving your OPT-issued I-20, go to back to your MyUSCIS account https://my.uscis.gov/ and resume submission of your I-765.

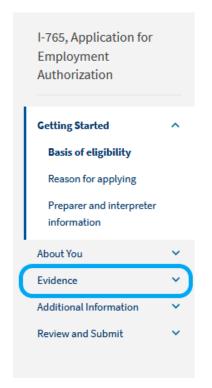


Welcome To Your USCIS Account



Your Drafts

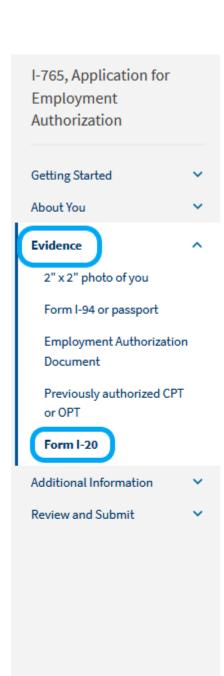




You will need to upload your OPT-issued I-20.

Be sure you are uploading a copy that has your original signature on page 1 using a pen. Upload a color copy – all 3 pages of the I-20.

Click on Evidence from the left menu



I-20, Certificate Of Eligibility For Nonimmigrant Student Status



Important information regarding your Form I-20

Do **NOT** submit this form until you receive a Form I-20 recommendation from your DSO. We will deny your application if you do not include your Form I-20 recommendation when you submit Form I-765. If you need to provide Form I-765 to your DSO, print or download this draft before you submit.

Upload a copy of the Form I-20, Certificate of Eligibility for Nonimmigrant Student Status endorsed by the Designated School Official (DSO). For the (c)(3)(B) eligibility category, your DSO must have entered the recommendation for OPT into your SEVIS record within 30 days of you submitting Form I-765. If you fail to do so, we will deny your OPT request. For the (c)(3)(C) eligibility category, the Form I-20 must have been endorsed by the DSO within 60 days of submitting Form I-765.

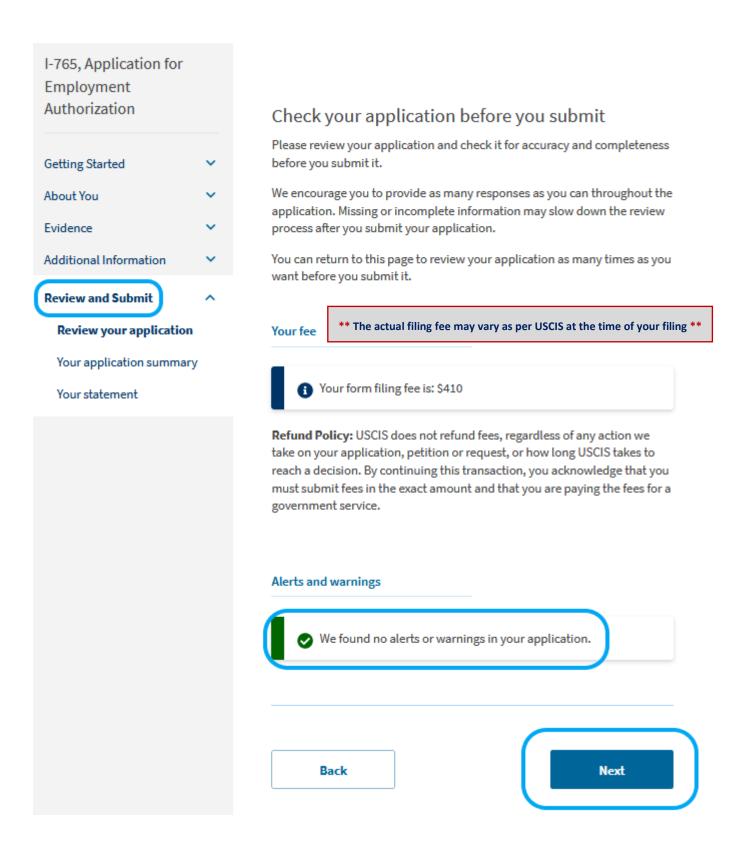


File requirements

- · Clear and readable
- · Accepted file formats: JPG, JPEG, PDF, TIF or TIFF
- No encrypted or password-protected files
- If your documents are in a foreign language, upload a full English translation and the translator's certification with each original document.
- · Upload no more than five documents at a time
- Accepted file name characters: English letters, numbers, spaces, periods, hyphens, underscores, and parentheses
- Maximum size: 12MB per file

Choose or drop files here to upload

After uploading your signed OPT-issued I-20, click on the 'Review and Submit' section of your I-765 as shown below



Scroll to the end of the page on the 'review the I-765 form information' section.

Review the I-765 form information

Here is a summary of all the information you provided in your application.

Make sure you have provided responses for everything that applies to you before you submit your application. You can edit your responses by going to each application section using the site navigation.

We also prepared a draft case snapshot with your responses, which you can download below.



Back

Next

Click on next.

Applicant's statement

You must read and agree to the statement below.

I can read and understand English, and have read and understand every question and instruction on this application, as well as my answer to every question. Sign your I-765 electronically.

Back

Applicant's Declaration and Certification

You must read and agree to the certification below. If you knowingly and willfully falsify or conceal a material fact or submit a false document with your application, we can deny your application and may deny any other immigration benefit. You may also face criminal prosecution and penalties provided by the law.



Copies of any documents I have submitted are exact photocopies of unaltered, original documents, and I understand that USCIS may require that I submit original documents to USCIS at a later date. Furthermore, I authorize the release of any information from any and all of my records that USCIS may need to determine my eligibility for the immigration benefit that I seek.

I furthermore authorize release of information contained in this application, in supporting documents, and in my USCIS records, to other entities and persons where necessary for the administration and enforcement of U.S. immigration law.

I understand that USCIS may require me to appear for an appointment to take my biometrics (fingerprints, photograph, and/or signature) and, at that time, if I am required to provide biometrics, I will be required to sign an oath reaffirming that:

- 1. I reviewed and understood all of the information contained in, and submitted with, my application; and
- 2. All of this information was complete, true, and correct at the time of filing.

I certify, under penalty of perjury, that all of the information in my application and any document submitted with it were provided or authorized by me, that I reviewed and understand all of the information contained in, and submitted with, my application and that all of this information is complete, true, and correct.



✓ I have read and agree to the applicant's statement

You must provide your digital signature below by typing your full legal name. We may deny your application if you do not completely fill out this application or fail to submit required documents. We will record the date of your signature with your application.

You must provide a response.

BEFORE paying your filing fee you are responsible for ensuring there are no errors with your petition.

Double check your name spelling and name order; verify the mailing address you provided is accurate.

If you have any questions or doubts, you should contact ISS to clarify before paying the filing fee! You cannot change your I-765 petition after you have submitted your petition by way of paying the filing fee.

Sign I-765 – type out your full legal name.

Click Next and proceed with your online filing payment. Once you submit payment, your I-765 is officially filed.

You will have a receipt number for your filed petition that you can download electronically from the documents tab of your online MyUSCIS petition. The original hard copy receipt notice will be sent to you in the mail in about 2 to 4 weeks.

Processing times vary. Generally, approvals take 1 to 3 months (or more). Remember ISS has no control over the USCIS processing time. You always have the option to go back to your online pending petition and elect to pay the optional expedited premium processing fee

Check your case status online using the USCIS online tools:

- https://www.uscis.gov/
- Check your case status <- after you have the receipt notice (takes 2-4 weeks to arrive by mail)
- Check processing times <- select I-765 The service center is listed on the receipt notice.