

STEM Extension Application

An information session for F-1 students

University Immigration Services

University of
New Haven

**POWER
ON**

STEM Extension of OPT

Post-completion Optional Practical training (OPT) is a 12-month employment authorization available to F-1 students who have completed an academic degree at the Associates, Bachelors, Masters, or Doctoral level. F-1 students are permitted one period of OPT after each degree level.

Students who complete degrees in science, technology, engineering, or mathematics may be eligible for a two-year STEM extension of their post-completion OPT, depending on the support and eligibility of their employers. STEM extensions do not stand alone, but can only be added on to a period of post-completion OPT.

University Immigration Services (UIS) can provide guidance but has no power to intervene in the process. Students may use an immigration attorney if desired, but most prefer to file the application on their own.

Eligibility

To be eligible for the STEM extension, a student must

- Have completed a qualifying degree, as listed on the [DHS STEM designated program list](#), from an accredited and SEVP-certified school;
 - The CIPP code determines whether a program is designated by DHS. Look for the number next to the major listed in the Program section of your I-20.
- Be employed full-time (20+ hours per week) in a qualifying job that is related to your field of study; AND
- Work for a qualifying employer that is E-Verified and able to fill out an I-983.
 - The employer must participate in the STEM application process and “sponsors” the student.

The STEM Extension Application, like all employment authorization applications, is submitted to U.S. Citizenship and Immigration Services (USCIS) to be adjudicated. Students are responsible for their own applications.

Application Timeline

The STEM Extension request application must be received by USCIS before the expiration date on the EAD card and within 60 days of the date the STEM Request I-20 was issued. The earliest a student may apply for a STEM Extension is 90 days before the expiration of post-completion OPT (as per the EAD). Students who file a timely application are permitted to continue employment while the extension application is pending for 180 days beyond the EAD expiration or until a final decision is made, whichever comes first.

You need a specific I-20 with the STEM request on page two. When you have put together the necessary paperwork, including the I-983, request the I-20 from UIS using the eform. Resources, including this form are found on the [University's external website](#) so you can access them even though your myCharger log-in credentials expired.

UIS begins to use your non-student email in SEVIS after you graduate because we don't know how long your University credentials will remain valid.

UIS Process

Students submit the following documents to UIS to request an I-20 with a STEM Extension Request on page 2.

UIS will review your submission and if acceptable, issue the STEM Request I-20. We'll contact you if there are problems with your submission.



STEM OPT Request Form



Copy of completed Form I-983

Instructions for filling out a Form I-983 can be found on the [SEVP Website](#). (Do not fill out the self-evaluation section on page 5.)



Copy of completed [Form I-765](#) (If filing online a draft copy is OK or upload a copy of the practice form. DO NOT submit the online application until you have the STEM Request I-20 to upload.)



Copy of current EAD card



Copy of offer letter (dated within last 4 months)

USCIS I-765 Application

If you filed PC OPT online, some documents will be saved on your USCIS account.

- With your supervisor complete the I-983 and submit it to UIS to review and approve.
- If the I-983 is complete and addresses all program requirements, the DSO will issue the STEM Request I-20.
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- Gather all supporting evidence for the I-765.
- Include your diploma AND transcripts as evidence of STEM coursework.
- Get new passport style photos.
- Check the [USCIS website](#) for any updated fee information or instructions.
- Get the STEM Request I-20 from UIS and submit the I-765 online.
- Use category (c)(3)(C) and include additional answers for this category.
- This is not a renewal of your previous EAD because you are requesting in a different category.
- The online I-765 is recommended, but you may want to practice on the fillable form on the USCIS website.
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The I-983

SECTION 1

Fill out the information about yourself and the University of New Haven.

- Name of school recommending and name of school where STEM degree earned are usually the same (UNH)
- SEVIS school code is on your I-20 in the school information block (BOS214F...)
- Request period starts the day after EAD expiry
- Qualifying major (match diploma) and CIPP code (on your I-20).

[STEM-Designated Programs - University of New Haven](#)

- No. Not based on prior degree. (This question refers to a prior degree at a previous university. If on rare occasion you are applying for STEM based on a prior degree, you will need to submit evidence that the previous university was accredited.)
- EAD number

Sign SECTION 2

DEPARTMENT OF HOMELAND SECURITY
U.S. Immigration and Customs Enforcement

OMB APPROVAL NO. 1653-0054
EXPIRATION DATE: 7/31/2021

TRAINING PLAN FOR STEM OPT STUDENTS

Science, Technology, Engineering & Mathematics (STEM) Optional Practical Training (OPT)

SECTION 1: STUDENT INFORMATION (Completed by Student)			
Student Name (Surname/Primary Name, Given Name):		Student Email Address:	
Name of School Recommending STEM OPT:	Name of School Where STEM Degree Was Earned:	SEVIS School Code of School Recommending STEM OPT (including 3-digit suffix):	
Designated School Official (DSO) Name and Contact Information:		Student SEVIS ID No.:	STEM OPT Requested Period (mm-dd-yyyy): From: _____ To: _____
Qualifying Major and Classification of Instructional Programs (CIP) Code: _____			
Level/Type of Qualifying Degree: _____			
Date Awarded (mm-dd-yyyy): _____			
Based on Prior Degree? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Employment Authorization Number: _____			
SECTION 2: STUDENT CERTIFICATION			
I declare and affirm under penalty of perjury that the statements and information made herein are true and correct to the best of my knowledge, information and belief. I understand that the law provides severe penalties for knowingly and willfully falsifying or concealing a material fact, or using any false document in the submission of this form.			

The I-983

SECTION 3

You and your employer fill out this section.

- Employer address (page 2) is company headquarters. Site of employment could be a separate location (page 3).
- EIN number is a different number from the E-Verify number
- NAICS code can be googled

Employer signs SECTION 4

SECTION 3: EMPLOYER INFORMATION (Completed by Employer)			
Employer Name:		Street Address:	Suite:
Employer Website URL:		City:	State: ZIP Code:
Employer ID Number (EIN):	Number of Full-Time Employees in U.S.:	North American Industry Classification System (NAICS) Code:	
OPT Hours Per Week (must be at least 20 hours/week):	Compensation:		
Start Date of Employment (mm-dd-yyyy):	A. Salary Amount and Frequency:		
	B. Other Compensation (Type and Estimated Amount or Value):		
	1. _____		
	2. _____		
	3. _____		
SECTION 4: EMPLOYER CERTIFICATION			
I declare and affirm under penalty of perjury that the statements and information made herein are true and correct to the best of my knowledge, information and belief. I understand that the law provides severe penalties for knowingly and willfully falsifying or concealing a material fact, or using any false document in the submission of this form.			
I certify on behalf of the employer that this Training Plan for STEM OPT Students ("Plan") is approved and that:			

The I-983

SECTION 5

The employer fills out this section.

- The site address is where you physically work: can be a worksite you are sent out to work in, or a remote office at home.
- Training plan relates to your job description and how you are supervised.

Your supervisor signs SECTION 6

SECTION 5: TRAINING PLAN FOR STEM OPT STUDENTS (Completed by Student and Employer)	
Student Name (Surname/Primary Name, Given Name):	
Employer Name:	
EMPLOYER SITE INFORMATION	
Site Name:	Site Address (Street, City, State, ZIP):
Name of Official:	Official's Title:
Official's Email:	Official's Phone Number:
Note: for the remaining fields in this section, employers who already have an internal/pre-existing training plan in place may fill in the details based on that plan.	
Student Role: Describe the student's role with the employer and how that role is directly related to enhancing the student's knowledge obtained through his or her qualifying STEM degree.	
Goals and Objectives: Describe how the assignment(s) with the employer will help the student achieve his or her specific objectives for work-based learning related to his or her STEM degree. The description must both specify the student's goals regarding specific knowledge, skills, or techniques as well as the means by which they will be achieved.	
Employer Oversight: Explain how the employer provides oversight and supervision of individuals filling positions such as that being filled by the named F-1 student. If the employer has a training program or related policy in place that controls such oversight and supervision, please describe.	
Measures and Assessments: Explain how the employer measures and confirms whether individuals filling positions such as that being filled by the named F-1 student are acquiring new knowledge and skills. If the employer has a training program or related policy in place that controls such measures and assessments, please describe.	

EVALUATION ON STUDENT PROGRESS	
Provide a self-evaluation of your performance, using the measures previously identified, in applying and acquiring new knowledge, skills, and competencies identified in the Training Plan for STEM OPT Students. Discuss accomplishments, successful projects, overall contributions, etc., during this review period. Address whether there are any modifications to the objectives and goals for projects, or new areas for skill and competency development.	
Range of Evaluation Dates: From (mm-dd-yyyy): _____ To (mm-dd-yyyy): _____	
Signature of Student (Sign in ink): _____	
Printed Name of Student: _____	Date (mm-dd-yyyy): _____
Signature of Employer Official with Signatory Authority (Sign in ink): _____	
Printed Name of Employer Official with Signatory Authority: _____	Date (mm-dd-yyyy): _____
FINAL EVALUATION ON STUDENT PROGRESS	
Provide a self-evaluation of your performance, using the measures previously identified, in applying and acquiring new knowledge, skills, and competencies identified in the Training Plan for STEM OPT Students. Discuss accomplishments, successful projects, overall contributions, etc., during this review period. Address whether there are any modifications to the objectives and goals for projects, or new areas for skill and competency development.	
Range of Evaluation Dates: From (mm-dd-yyyy): _____ To (mm-dd-yyyy): _____	
Signature of Student (Sign in ink): _____	
Printed Name of Student: _____	Date (mm-dd-yyyy): _____
Signature of Employer Official with Signatory Authority (Sign in ink): _____	
Printed Name of Employer Official with Signatory Authority: _____	Date (mm-dd-yyyy): _____

The I-983

For the initial application, you leave page 5 blank.

You will be reporting participation during the STEM extension every 6 months. You will need to submit an evaluation on the top half of page 5 at 12 months, and an evaluation on the bottom half of page 5 at 24 months. All reporting is made to UIS using our eforms.

If you change jobs, you submit a final evaluation for the employer you are leaving on the bottom half of page 5.

You will submit a new I-983 for the new employer and for any substantive changes to your employment with that employer.

The [SEVP Website](#) gives more information about this.

The I-983 is not included in your application packet if mailing, but it must be reviewed by the DSO before you can get the STEM Request I-20.

STEM Timeline



Submit the STEM extension I-765 application to USCIS within the prescribed time period.



USCIS adjudicates the application (3 - 5 months regular, but premium processing is available)



Contact UIS for assistance if you get an RFE.



When approved, student gets an approval notice and a new EAD.



Report any changes to UIS even if you can add to your portal. (employment and personal contact info)

STEM Timeline



Changes to employer/employment require a new I-983. Use the OPT/STEM Update Form.



Report participation every 6 months. 12- and 24-month reports require page 5 of I-983. (Use the same OPT/STEM Update Form)



Any time during the 24 months of the STEM extension the employer may sponsor the student for the H1-B visa, or the student can change to another visa status for which they may be eligible. (The UIS does not assist with the H1-B application. Student works with the employer and an immigration attorney)



When the STEM extension ends, the student may start a new academic program at the same school or transfer to another school. If not, the student has 60 days to depart the U.S.



UNIVERSITY IMMIGRATION SERVICES

Campus Location:

One Stop Shop, Bergami Hall
300 Boston Post Road, West Haven, CT 06516

Phone: 203-932-7475

uis@newhaven.edu

[@unewhaven_uis](#)

Slides and recording will be posted at
[University Immigration Services Office - Information on
OPT/STEM - University of New Haven](#)

University of New Haven

