Off-Campus Work Authorization for F-1 Visa Students

Winter 2012
All F-1 Off-Campus Employment

- Requires good academic standing
- Valid F-1 visa status
- Completion of one year full-time enrollment
Economic Hardship, CPT, OPT

- Application is for a specific purpose
- Severe Economic Hardship
- Curricular Practical Training
- Pre or Post Optional Practical Training
Severe Economic Hardship

- Drastic change in financial support beyond your control
- Not able to find sufficient on-campus work
- Strong documentation needed
Applying for Economic Hardship

- Need IEP recommendation to apply
- Apply by mail
- $380 fee
- Allows off-campus work in any type of job
Economic Hardship

- Authorized up to one year at a time
- Up to 20 hours per week during studies, Full-time during school breaks
- Employment Authorization Document (EAD) required to start work
- Must re-apply if you transfer campuses
Curricular Practical Training (CPT)

- Find paid work related to your degree
- Requires enrollment in an internship or Cooperative Education course during employment
- Letters from employer & advisor needed
- IEP authorizes employment in SEVIS
IF YOU NEED MORE INFORMATION CONCERNING YOUR F-1 NONIMMIGRANT STUDENT STATUS AND THE RELATING IMMIGRATION PROCEDURES, PLEASE CONTACT EITHER YOUR FOREIGN STUDENT ADVISOR ON CAMPUS OR A NEARBY IMMIGRATION AND NATURALIZATION SERVICE OFFICE.

**FAMILYNAME: STUDENT**

**FIRST NAME:** JOE

**Student Employment Authorization:**

<table>
<thead>
<tr>
<th>Employment Status</th>
<th>FULL TIME</th>
<th>Type</th>
<th>CPT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Duration of Employment - From (Date):</td>
<td>06/28/2004</td>
<td>To (Date):</td>
<td>03/19/2005</td>
</tr>
</tbody>
</table>

**Employer Name:** St. Jude Medical

**Employer Location:**

15800 Valley View Court
Sylmar, CA 91342

**Comments:** This work experience is directly related to the student's Computer Science major.

Proof of eligibility to do CPT.

Issued by IEP.
Optional Practical Training (OPT)

- Apply 90 days before the end of your last quarter
- But no later than the end of 60-day grace period
- Complete the Graduation Writing Requirement (GWR) before your final quarter
Applying for OPT

- Application packet on IEP web page
- Apply by mail to USCIS
- Receipt Notice & E-mail Notification
OPT Processing

- Processing takes up to 3 months
- Request for Evidence (RFE)
- Notify IEP if you move while application is pending
- One year of OPT for each higher degree level (Bachelor, Master or PhD)
I-765

For applying for OPT and economic hardship EAD.

Not for CPT!
OPT I-20  (page 3)

Send I-20 copy to USCIS Service Center with I-765, fee, photos, and supporting documents.

Wait for EAD card before working.

Dates you request to be authorized to work.
OPT Receipt Notice

When your application is received, you will get this notice in the mail.

Note the Receipt Number.

This is required to track the status of your case online and to follow up with additional information if needed.
Employment Authorization Card (EAD)

Proof of authorization for OPT.
(Fingerprint is not required.)
OPT Jobs

- No more than 90 days total unemployment
- Job must be related to major on I-20
- Part time & multiple employers allowed
- Non-paid volunteer work allowed
Travel & OPT

- Travel out of U.S. while OPT application is pending requires:
  - Passport with valid F-1 visa stamp
  - OPT I-20 with valid travel signature

- Travel out of U.S. after OPT is approved requires:
  - Passport with valid F-1 visa stamp
  - OPT I-20 with valid travel signature
  - EAD card
  - Employer letter
17-month STEM extension of OPT

- Available to most Science, Technology, Engineering, and Math majors
- Apply before current OPT EAD expires
- Job must utilize your degree
- Employer must be enrolled in E-Verify
### Difference between CPT and OPT

<table>
<thead>
<tr>
<th>CPT</th>
<th>OPT</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Approved by IEP</td>
<td>- Approved by DHS</td>
</tr>
<tr>
<td>- No filing fee</td>
<td>- Filing fee ($380)</td>
</tr>
<tr>
<td>- Before graduation</td>
<td>- Before or after you graduate</td>
</tr>
<tr>
<td>- Need job before applying</td>
<td>- No job required to apply</td>
</tr>
<tr>
<td>- Only required for paid work</td>
<td>- Paid or Volunteer</td>
</tr>
<tr>
<td>- Must enroll in internship class</td>
<td>- No enrollment</td>
</tr>
</tbody>
</table>
U.S. Income Tax Seminar for International Students and Scholars

Tuesday, February 7
5:10 – 6pm
Bldg. 38, Room 226
Dr. Janice Carr, CPA
VITA Program—Free Tax Preparation by Cal Poly Accounting Students

Saturdays until March 10th
11am -2pm
Cal Poly, Building 3, Second Floor
Bring W-2 & Social Security Card
For more info call (805) 756-2667
H-1B Work Visa Seminar

Presented by:
Adam Green
Immigration Attorney

April 19, 2012
Location & time to be announced
Questions?
Contacts and Online Help

- **Web page:** [iep.calpoly.edu](http://iep.calpoly.edu)  
  - Click International Students>Work Authorization

- **Judy Mitchell**  
  **International Student Advisor**  
  Approves and recommends all work authorization  
  [jumitche@calpoly.edu](mailto:jumitche@calpoly.edu)  
  756-5837  Room 38-107

- **Susan Tripp**  
  **SEVIS Specialist**  
  Reviews your application materials  
  Reports address changes to SEVIS and DHS  
  [sltripp@calpoly.edu](mailto:sltripp@calpoly.edu)  
  756-7535  Room 38-212