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# Screenshots for the May 2016 SEVIS Release

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24-Month STEM OPT Recommendation  
Process • Convert Requested or Pending 17-  
Month STEM OPT Recommendation •  
Recommend 7-Month Extension of Approved  
STEM OPT Process •

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SEVIS Help Team

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# Recommend 24-Month STEM OPT

Same process as is currently used.

## Extend OPT Employer

### SEVP School for Advanced SEVIS Studies

Alice Komarkova

Required fields are marked with an asterisk (\*).

Prior to recommending a 24-month extension for Optional Practical Training (OPT), you must ensure the student earned a STEM designated bachelors, masters, or doctorate degree within the last 10 years from an institution that is currently SEVP certified. The STEM Designated Degree Program List is available at [www.ice.gov/sevis](http://www.ice.gov/sevis) (the SEVP Website). These students are also subject to the requirements found in the Code of Federal Regulations, Title 8, Sections 214.2(f)(10) to (f)(13). Your school must continue to maintain records on the student for the full period of the extension, including Form I-983 or successor form. The details of these rules can be found in the Code of Federal Regulations, Title 8, Sections 214.2(f)(10) to (f)(13). The CFR has been amended and the sections relevant to OPT are available at [www.ice.gov/sevis](http://www.ice.gov/sevis) (the SEVP Website).

#### Explain how employment is related to student's course of study \*

Max 1000 characters (1000 remaining)

### Employer Information

#### Employer Name \*

#### Employer EIN \* **Highly Recommended**

 - 

#### Job Title

#### Start Date \*

 /  / 

#### End Date

 /  / 

#### Full Time / Part Time \*

- Full Time:** more than 20 hours/week  
 **Part Time:** 20 or less hours/week

#### Employer Address \*

### Supervisor Information

#### Last Name \*

#### First Name \*

#### Telephone Number \*

 -  -  ext. 

#### Email Address \*

Extend OPT Employer

Cancel

# Convert 17-Month STEM OPT Request to 24-Month STEM OPT Request

Prior to recommending Optional Practical Training (OPT), you must ensure that the training complies with the rules governing OPT. You must also ensure that the student is aware of his/her obligation to report changes in employment information (to include periods of unemployment) and changes in his/her address. The school must continue to maintain records on the student for the full period of OPT. The details of these rules can be found in the Code of Federal Regulations, Title 8, Sections 214.2(f)(10) to (f)(13) and 214.2(m)(14). The CFR has been amended and the sections relevant to OPT are available at [www.ice.gov/sevis](http://www.ice.gov/sevis) (the SEVP Website).

## OPT Employment

STEM - FULL TIME	Status	Receipt Number	<a href="#">View</a>	<a href="#">RFE</a>		
	PENDING	XYZ123456987				
OPT AUTHORIZATION DATES		Employers	<a href="#">Add Employer</a>			
OPT Dates	Start	End	Employer Name	Start	End	Actions
DSO Recommended	06/11/2016	11/11/2017	SEVP Applied Labs	06/11/2017	06/11/2019	<a href="#">Edit</a> <a href="#">Delete</a>
USCIS Approved						
Actual						

RFE link displays if in Requested or Pending status

POST-COMPLETION - FULL TIME	Status	Receipt Number	<a href="#">View</a>			
Active	APPROVED	XYZ123456789				
OPT AUTHORIZATION DATES		Employers	<a href="#">Add Employer</a>			
OPT Dates	Start	End	Employer Name	Start	End	Actions
DSO Recommended	06/11/2015	06/10/2016	SEVP Applied Labs	07/01/2015	06/10/2016	<a href="#">Edit</a> <a href="#">Delete</a>
USCIS Approved	06/11/2015	06/10/2016				
Actual	06/11/2015	06/10/2016				

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## OPT STEM Extension RFE

This function is to be used to help a student respond to a request for evidence (RFE) from USCIS to convert a student's pending STEM OPT extension from 17 months to 24 months. DO NOT submit until USCIS sends the RFE.

By clicking Submit, you attest that the student has provided the required Form I-983 which you have determined is complete, signed, and addresses all program requirements. Once you click submit, the current record will automatically update with the new employment dates and your attestation.

[Cancel](#)

[Submit](#)

Prior to recommending Optional Practical Training (OPT), you must ensure that the training complies with the rules governing OPT. You must also ensure that the student is aware of his/her obligation to report changes in employment information (to include periods of unemployment) and changes in his/her address. The school must continue to maintain records on the student for the full period of OPT. The details of these rules can be found in the Code of Federal Regulations, Title 8, Sections 214.2(f)(10) to (f)(13) and 214.2(m)(14). The CFR has been amended and the sections relevant to OPT are available at [www.ice.gov/sevis](http://www.ice.gov/sevis) (the SEVP Website).

## OPT Employment

Successful Submission. You can print an updated Form I-20 for the student.

Success message and reminder to print Form I-20

STEM - FULL TIME	Status	Receipt Number				
	PENDING	XYZ123456987	<a href="#">View</a>			
OPT AUTHORIZATION DATES			Employers			<a href="#">Add Employer</a>
OPT Dates	Start	End	Employer Name	Start	End	Actions
DSO Recommended	06/11/2016	06/11/2018	SEVP Applied Labs	06/11/2017	06/11/2019	<a href="#">Edit</a> <a href="#">Delete</a>
USCIS Approved						
<b>Actual</b>						

Changed end date

POST-COMPLETION - FULL TIME	Status	Receipt Number				
<b>Active</b>	APPROVED	XYZ123456789	<a href="#">View</a>			
OPT AUTHORIZATION DATES			Employers			<a href="#">Add Employer</a>
OPT Dates	Start	End	Employer Name	Start	End	Actions
DSO Recommended	06/11/2015	06/10/2016	SEVP Applied Labs	07/01/2015	06/10/2016	<a href="#">Edit</a> <a href="#">Delete</a>
USCIS Approved						
<b>Actual</b>						

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Form I-20 with conversion

### EMPLOYMENT AUTHORIZATIONS

AUTHORIZATION TYPE	FULL/PART-TIME	STATUS	START DATE	END DATE
POST-COMPLETION OPT	FULL TIME	APPROVED	11 JUNE 2015	10 JUNE 2016
STEM OPT	FULL TIME	PENDING	11 JUNE 2016	11 JUNE 2018

### EMPLOYER INFORMATION

TYPE	AUTHORIZATION DATES			
POST-COMPLETION OPT	11 JUNE 2015 - 10 JUNE 2016			
EMPLOYER NAME	START DATE	END DATE	CITY & STATE	
SEVP Applied Labs	01 JULY 2015	10 JUNE 2016	ARLINGTON, VA	
TYPE	AUTHORIZATION DATES			
STEM OPT	11 JUNE 2016 - 11 JUNE 2018			
EMPLOYER NAME	START DATE	END DATE	CITY & STATE	
SEVP Applied Labs	11 JUNE 2017	11 JUNE 2019	ARLINGTON, VA	

Changed end date

# Event History

Enter the date range and click the button to filter by event date			
<input type="button" value="Expand All"/>	Search: <input type="text"/>	From: <input type="text"/>	To: <input type="text"/> <input type="button" value="Filter"/>
Event Name	Event Date	Resulting Status	Performed By
 OPT STEM Extension Conversion from 17 to 24 months	04/19/2016 22:23:04	ACTIVE	Helene Robertson
<b>Field Changed</b>	<b>Old Value</b>	<b>New Value</b>	
OPT Employment Date	11-NOV-17	11-JUN-18	
OPT Comment		As the submitting P/DSO I have determined that the Form I-983 provided by the student is complete, signed, and addresses all program requirements.	

# Recommend 7-Month Extension of STEM OPT

Prior to recommending Optional Practical Training (OPT), you must ensure that the training complies with the rules governing OPT. You must also ensure that the student is aware of his/her obligation to report changes in employment information (to include periods of unemployment) and changes in his/her address. The school must continue to maintain records on the student for the full period of OPT. The details of these rules can be found in the Code of Federal Regulations, Title 8, Sections 214.2(f)(10) to (f)(13) and 214.2(m)(14). The CFR has been amended and the sections relevant to OPT are available at [www.ice.gov/sevis](http://www.ice.gov/sevis) (the SEVP Website).

## OPT Employment

STEM - FULL TIME <b>Active</b>	<b>Status</b> APPROVED	<b>Receipt Number</b> XYZ2345678901	<a href="#">View</a>	<a href="#">Extend</a>
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OPT AUTHORIZATION DATES			Employers				<a href="#">Add Employer</a>
OPT Dates	Start	End	Employer Name	Start	End	Actions	
DSO Recommended	06/16/2015	11/15/2016	SEVP Applied Lab	06/16/2015	11/15/2016	<a href="#">Edit</a> <a href="#">Delete</a>	
USCIS Approved	06/16/2015	11/15/2016					
<b>Actual</b>	06/16/2015	<b>11/16/2016</b>					

**Remember this date for the next page.**

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# Extend OPT Employer

## SEVP School for Advanced SEVIS Studies

Kate YaoFour

Required fields are marked with an asterisk (\*).

Prior to recommending a 24-month extension for Optional Practical Training (OPT), you must ensure the student earned a STEM designated bachelors, masters, or doctorate degree within the last 10 years from an institution that is currently SEVP certified. The STEM Designated Degree Program List is available at [www.ice.gov/sevis](http://www.ice.gov/sevis) (the SEVP Website). These students are also subject to the requirements found in the Code of Federal Regulations, Title 8, Sections 214.2(f)(10) to (f)(13). Your school must continue to maintain records on the student for the full period of the extension, including Form I-983 or successor form. The details of these rules can be found in the Code of Federal Regulations, Title 8, Sections 214.2(f)(10) to (f)(13). The CFR has been amended and the sections relevant to OPT are available at [www.ice.gov/sevis](http://www.ice.gov/sevis) (the SEVP Website).

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Max 1000 characters (1000 remaining)

## Employer Information

Employer Name \*

Employer EIN \* **Highly Recommended**

 - 

Job Title

Start Date \*

 /  / 

End Date

 /  / 

Full Time / Part Time \*

Full Time: more than 20 hours/week

Part Time: 20 or less hours/week

Employer Address \*

## Supervisor Information

Last Name \*

First Name \*

Telephone Number \*

 -  -  ext. 

Email Address \*

Extend OPT Employer

Cancel

## Update Successful

Submitted change(s) require adjudication. Please print I-20 and send it with the appropriate documentation to the Service Center.

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[Print I-20](#)

Seven-Month Extension as it appears on the Form I-20

<b>SEVIS ID: N0004659632 (F-1)</b>		<b>NAME: James Smith</b>		
<b>EMPLOYMENT AUTHORIZATIONS</b>				
<b>AUTHORIZATION TYPE</b>	<b>FULL/PART-TIME</b>	<b>STATUS</b>	<b>START DATE</b>	<b>END DATE</b>
STEM OPT	FULL TIME	APPROVED	16 JUNE 2015	16 NOVEMBER 2016
STEM OPT	FULL TIME	REQUESTED	17 NOVEMBER 2016	17 JUNE 2017
<b>EMPLOYER INFORMATION</b>				
<b>TYPE</b>		<b>AUTHORIZATION DATES</b>		
STEM OPT		16 JUNE 2015 - 16 NOVEMBER 2016		
<b>EMPLOYER NAME</b>	<b>START DATE</b>	<b>END DATE</b>	<b>CITY &amp; STATE</b>	
SEVP Applied Lab	16 JUNE 2015	15 NOVEMBER 2016	ARLINGTON, VA	
<b>TYPE</b>		<b>AUTHORIZATION DATES</b>		
STEM OPT		17 NOVEMBER 2016 - 17 JUNE 2017		
<b>EMPLOYER NAME</b>	<b>START DATE</b>	<b>END DATE</b>	<b>CITY &amp; STATE</b>	
SEVP Applied Lab	17 NOVEMBER 2016	17 JUNE 2017	ARLINGTON, VA	

7-month extension of STEM OPT

Seven-Month Extension as it appears on the *OPT Employment* page

F-1 Student **Smith, James** | SEVP School for Advanced SEVIS Studies - SEVP School for Advanced SEVIS Studies | Status: ACTIVE  
 Start Date: 09/15/2009 | End Date: 06/15/2014 | SEVIS ID: N0004659632

Prior to recommending Optional Practical Training (OPT), you must ensure that the training complies with the rules governing OPT. You must also ensure that the student is aware of his/her obligation to report changes in employment information (to include periods of unemployment) and changes in his/her address. The school must continue to maintain records on the student for the full period of OPT. The details of these rules can be found in the Code of Federal Regulations, Title 8, Sections 214.2(f)(10) to (f)(13) and 214.2(m)(14). The CFR has been amended and the sections relevant to OPT are available at [www.ice.gov/sevis](http://www.ice.gov/sevis) (the SEVP Website).

### OPT Employment

STEM - FULL TIME	Status	Receipt Number	<b>7-month STEM Extension</b>	<a href="#">View</a>	<a href="#">Cancel Request</a>
	REQUESTED				
<b>OPT AUTHORIZATION DATES</b>			<b>Employers</b>		
<b>OPT Dates</b>	<b>Start</b>	<b>End</b>	<b>Employer Name</b>	<b>Start</b>	<b>End</b>
DSO Recommended	11/17/2016	06/17/2017	SEVP Applied Lab	11/17/2016	06/17/2017
USCIS Approved					
<b>Actual</b>					

  

STEM - FULL TIME	Status	Receipt Number	<b>Approved 17-month STEM OPT</b>	<a href="#">View</a>
<b>Active</b>	APPROVED	XYZ2345678901		
<b>OPT AUTHORIZATION DATES</b>			<b>Employers</b>	
<b>OPT Dates</b>	<b>Start</b>	<b>End</b>	<b>Employer Name</b>	<b>Start</b>
DSO Recommended	06/16/2015	11/15/2016	SEVP Applied Lab	06/16/2015
USCIS Approved	06/16/2015	11/15/2016		
<b>Actual</b>			11/16/2016	

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