

INTERNATIONAL PROGRAMS OFFICE

ONE COLLEGE DRIVE • BENTONVILLE AR 72712
STUDENT CENTER • 2ND FL. GLOBAL COMMUNITIES CENTER
PH (479) 619-2224 • FAX (479) 619-2665 • <u>www.nwacc.edu</u>

Standard OPT Application Checklist

	Statiualu OF I	Application Gnecklist	
		your materials for the OPT application. If this form is incomplete, your OPT application will be lication processing time once mailed to Texas Service Center may take up to 90 days.	
FAMILY NAME		GIVEN (FIRST) NAME	
COLLE	EGE ID NUMBER	MAJOR FIELD OF STUDY (on current I-20)	
ASSOC	CIATE DEGREE: AAS AS	AA CERTIFICATE	
Step 1:	Determine your completion date based on the last of	day of final exams in your last semester of required courses.	
A.	My program completion date will be:		
B.			
C.	60 days following my completion date will be:		
	cance of these dates: Standard OPT authorization may not be prior to thi	is date.	
B.	You may submit your OPT application no more that	an 90 days prior to completion. This is the earliest date you may submit the	
	application.		
C.	Your OPT must begin no later than 60 days after year	our completion. This is the lasts day you may request stand OPT to begin.	
	ave calculated the dates and wish to request my C than date A and not later than date C.	OPT to begin on:*which is no	
-	: Have your academic advisor or major professor cor form yourself. Forms completed by the student cannot	mplete an Academic Recommendation Form (Do not complete any portion of be accepted.	
l ha		vas completed (filled in AND signed) by my academic advisor or major	
•		and I-94 number on the back of each photo using pencil or ballpoint pencen with the last six months). Do not cut or staple them.	
∏Lha	eve obtained two current passport-style photos ar	nd written my name and I-94 number on the back of each photo.	



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dollar amount is written of make any corrections on	out in words as: "Three hundred e	lighty and 00/100" and that nold address and writing in	rtment of Homeland Security." Make sure the the check is signed and dated properly. Do not a new one, etc.) checks must be preprinted with en by the bank) are acceptable.
I have a check or m		nt of Homeland Security, a	nd the amount is written out as "Three
	I-765 according to the instructions. Goffice, One College Dr., Studen		onal Programs Office address in section 3: onville, AR 72712.
	a Form I-765 from the USCIS web d I have used the International P		it as directed in the specific instructions Section 3.
documentation related to submit your OPT appl	o your immigration status) and mak ication. Remember that you may no	e an appointment with an IP ot apply for OPT earlier than	
appointment to submit Acknowledgement (you	my OPT application to an IP adv u must sign and date):	risor on:	
complete n I understar I understar and the da to IPO with I understar periods of maximum. I understar continue e I understar status, obta I understar	ny program. Ind that during OPT I must report an and that during OPT I must report my tes my employment begins and end in 10 days of the change occurring and that I may not be unemployed for 10 days or less between the ending and that I may not begin employment mployment after the ending date or and that once my OPT authorization ain a new I-20 to continue in F-1 started.	y changes in my name, add y employment information to ds. I understand that I must in the second of	IPO, including my employer's name, address, report any changes in employment information ring my entire period of standard OPT and that ag of another are not counted toward my 90-day authorization card in hand, and I may not of sixty days to either apply for a change of ates. nigration status during OPT is still F-1 and I am
Signature:			
FOR IPO ADVISOR ON	LY: Received Date	Complete	Advisor Initials