FORT HAYS STATE UNIVERSITY
STUDENT'S REPORTING RESPONSIBILITIES
while on Optional Practical Training (OPT)

While engaged in a period of approved Optional Practical Training (OPT), I acknowledge that I must comply with the following reporting requirements to maintain my F-1 status:

□ I will report to International Student Services, within 10 days, of any changes to the following:

- Legal name (as it occurs in my passport)
- U.S. residential or mailing address
- Employer name and address
- Any loss or termination of employment
- Any change in my non-immigrant status classification (i.e. change to H-1B status)

□ I will continue to make a validation report to International Student Services at the <u>beginning of every month</u> starting from the date of my Employment Authorization and ending when my F-1 status ends, or the OPT period, whichever is first.

□ I will report the above, required information directly to International Student Services at: international@fhsu.edu. *International Student Services will in turn report my information to the Federal government through the SEVIS system.* It is suggested you print a screen shot as confirmation of your compliance with the reporting requirements.

Furthermore, I understand that:

I will provide International Student Services a copy of the I-765 application receipt received from USCIS (Form I-797) as well as a copy of the EAD once the OPT is approved.

Since F-1 status is dependent on employment, I may not accrue an aggregate of more than 90 days of unemployment during the total 12-month OPT period. If unemployment exceeds the limits outlined by DHS, DHS may deny me future immigration benefits or may terminate my SEVIS record.

I am allowed 60 days after the expiration of the OPT EAD to remain in the U.S. for the purpose of preparing for departure, to change education levels at the same school, to transfer to another school, or apply for a change of status.

Transferring to another school or beginning study at another education level automatically terminates any remaining portion of OPT.

My duration of status and work authorization are automatically extended if I am a beneficiary of an H-1B petition and a request for change of status providing: 1) H-1B petition is timely filed before OPT expires*; 2) the stated employment start date is for October 1 of the following fiscal year; and 3) I have not violated the terms or condition of my non-immigrant status. See the separate "Cap Gap" handout for details. Note: Automatic extension of F-1 duration of status and employment are immediately terminated if the H-1B petition is rejected, denied, or revoked.

* If the H-1B petition is filed during the F-1 60-day grace period after OPT expires only duration of status will be extended. Work authorization will not be extended (therefore, the student can stay in the U.S. until the H-1B is approved, but cannot work during the automatic extension period).

I certify that I have read and understand the above stated responsibilities that are required of me while engaged in Optional Practical Training. **I agree to provide to Fort Hays State University's International Student Services Office the required information stated above and understand that failure to do so can result in a violation of F-1 status and subsequent <u>termination of my SEVIS record</u>.**

Signature: **Date**:

Print Name: **Email:**

Important: Submit this original signed form to International Student Services and keep a copy for your records.