

Division of Global Engagement (DGE)
620 McInley Street
Student Union – Suite 36
Lafayette, LA 70504
T: 337.482.6819 • F: 337.262.1346
E: og@louisiana.edu
W: internationalaffairs.louisiana.edu

Please complete the following information when turning in the application for OPT.

Name: _____

ULID: _____ SEVIS ID: _____

Physical Address: _____

City, State Zip Code: _____

PhoneNumber: _____
(Area Code) Number

Personal Email Address _____

Please submit the following documents along with your completed OPT application to the Division of Global Engagement:

- x [Form I-765](#) (Form MUST be typed)
- x Copy of your [most recent I-94](#)
- x Copy of picture page of visa only
- x Copy of picture page of passport only
- x [Form I-20](#) (if applicable)
- x [Form I-901](#) (if applicable)

Remember, it is your responsibility to return the OPT application packet to the Division of Global Engagement immediately once the Division of Global Engagement returns it to you.

Return to:

Division of Global Engagement
620 McInley Street
Student Union – Suite 36
Lafayette, LA 70504

Phone: 337.482.6819 • Fax: 337.262.1346
Email: og@louisiana.edu

Memorandum of Agreement

A. While on postcompletion OPT, an F-1 student must:

Work in a position directly related to the degree and educational level your OPT is based on.

Work for a minimum of 20 hours per week.

Keep records of your employment or volunteer history such as hours worked, dates, pay stubs (if available), letters verifying employment/volunteer work, etc. to show that you maintained your F-1 OPT status.

Report to your Designated School Official (DSO) via email at osr@louisiana.edu within 10 days of new or a change in information regarding:

- Legal name change
- New/Change in residential or mailing address
- New/Changes in employer, providing employer name and address
- Loss of employment
- Departing the U.S. and forfeiting the remainder of your OPT

B. Once approved for OPT, you CANNOT:

Work in a position for any employer that is unrelated to your degree and educational level.

Accrue more than 90 days unemployment time during the entire period of post-completion OPT (12-months).

Please report all required information by emailing osr@louisiana.edu.

I have read and understood the above listed responsibilities and agree to the terms of this agreement.

Graduate Student Application for Optional Practical Training (OPT)

Do NOT submit this OPT application to the Division of Global Engagement until after completing steps 1-8 (below):

1. You have checked your most recent I-20 to verify that:
 - ' Your name is correctly listed and spelled. It should match your passport.
 - ' The major field of study matches your OPT request
 - ' The I-20 expiration date listed is NOT prior to your actual program completion date

If any of thea

OPT Graduate

Division of Global Engagement
Optional Practical Training (OPT)
OPT Graduate Application

Name of Student:

ULD:

Level of Education:

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