



OKLAHOMA CHRISTIAN UNIVERSITY

Office of International Records  
Cogs well-Alexander Hall  
international.records@oc.edu

OPTIONAL PRACTICAL TRAINING REQUEST FORM  
(Post-Completion)

Name: \_\_\_\_\_

SEVIS Number: \_\_\_\_\_ OC Student ID: \_\_\_\_\_

Residential Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

**NOTE:** Do not list your Oklahoma Christian student email address.

OPT Start Date (MM/DD/YYYY): \_\_\_\_\_

**NOTE:** OPT start date cannot be before or on your program end date and it cannot be later than 60 days after your program end date.

By signing this form, you understand that:

- You should submit copies of your Form I-797 Notice of Action and the front and back of your EAD card to [international.records@oc.edu](mailto:international.records@oc.edu) once you receive them in the mail.
- Starting employment before receiving your EAD card is a visa status violation.
- OPT employment or volunteer work must be reported within 10 days of your start or end date.
- You are allowed 90 total days of unemployment (counted from your EAD start date). Any additional days of unemployment could result in the termination of your SEVIS record.
- The Office of International Records will provide you with information about OPT and the application process. However, we will not be liable for your application or the decision made by USCIS.
- By submitting this form, you give permission to the DSO/PDSO to recommend you for OPT in SEVIS and issue you an I-20 with OPT endorsement.

I have read and understand the information provided on this form.

*This form must be hand-signed in ink.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_