STEM OPT Reporting Requirements

In order to maintain legal F-1 status, a STEM OPT student must regularly check in with their DSO throughout the duration of the extension to validate Student and Exchange Visitor Information System (SEVIS) information and report changes made to the student’s training plan.

Validating SEVIS Information (see form at the end of this document)

- Every six months a student must work with their DSO to confirm that the student’s record in SEVIS accurately reflects their current circumstance.
- As part of this six-month reporting, STEM OPT students must confirm that their SEVIS information correctly identifies the student’s
  - Legal name
  - Residential AND mailing address
  - Employer name and address
  - Status of current employment.
- SEVP Portal users will receive a reminder via email 30 days before any validation report is due. Please note that STEM OPT students must report a change in this information, including any loss of employment, within 10 days of the change.

Annual Self-Evaluations

- Each STEM OPT student must complete and submit to their DSO an annual self-evaluation describing the progress of the training experience.
- The student must ensure that the DSO receives the assessment no later than 10 days following the conclusion of the training period. The student must submit the assessments for the stated periods:
  - Initial: 12 months after the STEM OPT start date
  - Final assessment that recaps the training and knowledge acquired during the complete, 24 month training period
- SEVP Portal users will receive a reminder via email 30 days before their self-evaluation is due. A student must complete an assessment at the conclusion of the training opportunity; usually this is a final assessment due at 24 months, but possible any time during the period of authorized employment when employment ends.* This final assessment must be submitted within 10 days following the conclusion of this training opportunity.
- Not submitting a final evaluation would be a violation of the terms of the Form I-983, “Training Plan for STEM OPT Students,” and may jeopardize the student’s nonimmigrant status.
- Students and their employers must sign the student’s self-evaluation before the student submits it to their DSO, who will include it in the student’s record. For more information about the annual self-evaluation, please visit the Students and the Form I-983 page.
Material Changes to an Existing Form I-983
Each STEM OPT student must report to their DSO any material changes to, or material deviations from, the student’s formal training plan. Material changes or deviations from the original Form I-983 may include, but are not limited to:

- Any change of the employer’s EIN
- Any reduction in student compensation that is not tied to a reduction in hours worked
- Any significant decrease in hours per week that a student engages in a STEM training opportunity
- Changes to the employer’s commitments or student’s learning objectives as documented on the Form I-983

So long as the STEM OPT student and employer meet the regulatory requirements and the modified Form I-983 meets the specified requirements, the student’s employment authorization will not cease based on a change to the plan.

Changing Employers
When a STEM OPT student changes employers, the new employer must be enrolled in E-Verify before the student begins to work for pay. The student must also submit a new Form I-983 to their DSO within 10 days of starting the new practical training opportunity. When a student begins a new practical training opportunity with a new employer less than 10 days after leaving the student’s prior employer, the student may fulfill all reporting obligations (loss of employment and new training plan) by submitting a new Form I-983. In cases where the period of time between employers is longer than 10 days, the student must first report the loss of employment to the DSO and later submit a new Form I-983.

Unemployment
STEM OPT students must report the termination of their practical training experience within 10 days of the event. Students who are granted a 24-month STEM OPT extension are allowed an additional 60 days of unemployment beyond the initial post-completion OPT limit. This means that students who obtain a 24-month STEM OPT extension will receive, for a total of 150 days of allowable unemployment, 90 days during the initial period of post-completion OPT plus an additional 60 days during the extension period.

Employer Noncompliance
If a STEM OPT student believes that their STEM OPT employer is not complying with the terms and conditions of the 24-month STEM OPT extension regulations, the Form I-983 instructions, and the completed Form I-983 on file with their DSO, the student should contact the ISSC and:

- Contact the Student and Exchange Visitor Program at the U.S. Immigration and Customs Enforcement (ICE) by following the instructions found on ICE.gov.
- Report violations through this Homeland Security Investigations tip submission form.
STEM OPT 6 Month Validation

*Student must email (using WSU email) this form to issc@weber.edu every six months from the start date on the STEM OPT EAD

Name: __________________________ W#: ______________________

STEM OPT state date: (on EAD): __________________ OPT end date: ________________

Current physical address: ______________________________________________________

Current mailing address: ______________________________________________________

US phone number: __________________

Current Employer: ____________________________________________________________

Employer Address: ____________________________________________________________

Current job title: _____________________________________________________________

I agree to inform the ISSC within 10 days of:

• Any change of my legal name
• Any change of my physical or mailing address
• Any change of my employer’s name
• Any change of my employer’s address or phone number
• Any periods of unemployment

I agree:

• If I am unemployed for more than 150 days during my entire 36 months of OPT, I am considered out of status
• I will confirm my legal name, address, employer name, and employer address and phone number to the ISSC every 6 months, during my OPT extension

______________________________  ________________________
Printed Name (serves as signature)  Date