

# Yeshiva University

## Request for 24 Month STEM OPT Extension I-20

Complete this form (PLEASE TYPE) to request an updated Form I-20 for the STEM Extension. Submit this form with a signed copy of the [I-983 Training Form](#), a copy of your EAD and most recent I-94 record to Jennifer Golden: [jgolden1@yu.edu](mailto:jgolden1@yu.edu)

For information about STEM OPT, including and instructions and help completing Form I-983, visit the [STEM OPT Help Hub](#) on the Study in the States website.

The Office of International Student and Scholar Services (OISS) will prepare a new I-20 Form, recommending STEM OPT for qualifying students. Please allow one week for processing.

INFORMATION ABOUT YOU (Please type)	
Legal Name (Last, First):	
Current address in the U.S.:	
Best email to reach you:	
Current telephone:	
How do you want to receive STEM OPT documentation?	<input type="checkbox"/> Pick up <input type="checkbox"/> Purchase a shipping label (see instructions at the end)
INFORMATION ABOUT YOUR STEM-ELIGIBLE PROGRAM OF STUDY	
Degree Level (BS, MS, etc.):	
Major and major code, on your I-20. The code is 6 digits xx.xxxx):	
INFORMATION ABOUT OPT AUTHORIZATION	
Expiration date of current OPT:	
Have you previously been granted a STEM extension?	<input type="checkbox"/> No. <input type="checkbox"/> Yes. <i>Please include a copy of the EAD(s) and I-20 Form(s) showing the STEM recommendation. Only two STEM extensions are permitted over the course of the student's academic career.</i>

INFORMATION ABOUT YOUR STEM EMPLOYER	
Do you have paid employment?	<input type="checkbox"/> No. <b>STOP:</b> You must have an offer for paid employment with an E-Verify employer to be eligible. Self-employment is not permitted. Offers from multiple employers, "Temp" Agencies or contract employment may not be approved by USCIS. <input type="checkbox"/> Yes, I have a job or job offer with the following employer that is registered with E-Verify.
INFORMATION ABOUT YOUR STEM EMPLOYER (Continued)	
Name of Employer:	
Employer Identification Number (EIN):	
Job Title	
Employment Start Date:	
Employment Address:	
Supervisor Name (Last, First):	
Supervisor Title:	
Supervisor Phone:	
Supervisor Email:	
Employer's E-Verify Number:	
Position is:	<input type="checkbox"/> Full Time (21 or more hours per week)

**\*Purchase a Shipping Label**

Yeshiva University uses [eShipGlobal](https://www.eshipglobal.com/), an express mail service that will allow you to receive your I-20 through DHL or FedEx. Requesting your immigration documents through express mail is at your expense and your credit card will be charged upon requesting the service. Please go to <https://study.eshipglobal.com/> to have your I-20 sent by express mail. You must use the [eShipGlobal](https://www.eshipglobal.com/) website. Do not go through DHL or FedEx website. All communication will go through the eShipGlobal service, who will notify us that you are requesting your I-20 to be sent by express mail.

You will need to create your own user name and password to create an account. If you experience any difficulty in registering and processing the shipment, please use the "Help" link in the site for step by step instructions. If you have additional questions about how to use this service, please [contact eShipGlobal directly](#).

<p><b>Read and place a check mark in the box before each of the statements on the right, to indicate that you understand and agree to your obligations during your STEM extension:</b></p>	<p><input type="checkbox"/> I am attaching the required Form I-983 signed by me and my employer. The form is complete and accurate to the best of my knowledge. I understand it is subject to DHS review.</p> <p><input type="checkbox"/> I understand that I must submit a new Form I-983 with each new employer within 10 days of beginning employment or if there are material changes to a current training plan.</p> <p><input type="checkbox"/> <u>While on OPT, F-1 status is dependent upon employment.</u> I understand that I may not accrue more than 150 days of unemployment, during the full OPT period of 36 months, comprised of both the initial 12 months and the 24-month extension. I must also work at least 20 hours per week in a paid position. Volunteering is not permitted while authorized for the 24 months STEM OPT Extension.</p> <p><input type="checkbox"/> I understand that I must submit the annual self-evaluations to the OIS, signed by me and my employer.</p> <p><input type="checkbox"/> During the STEM period, I understand that I may only be employed by an employer registered with E-Verify, in a position directly related to my STEM field.</p> <p><input type="checkbox"/> My employer agrees to notify the OISS within 5 business days if my employment with them ends before the end of my authorized period of OPT or if I have not reported for work for 5 consecutive days.</p> <p><input type="checkbox"/> It is my responsibility to notify the OISS of any changes in my name, home, mailing or email address, immigration status, employer's name and/or address, and any gain/loss of employment.</p> <p><input type="checkbox"/> I must respond to the OISS validation emails within 48 hours during the STEM-OPT period.</p> <p><input type="checkbox"/> I understand that I may continue working up to 180 days after timely filing of my STEM OPT application with USCIS and that the following I-9 link should be used to re-verify my status with my employer:  <a href="https://www.uscis.gov/sites/default/files/files/form/m-274.pdf">https://www.uscis.gov/sites/default/files/files/form/m-274.pdf</a></p>
<p><b>Print First and Last Name:</b></p>	
<p><b>Signature:</b></p>	
<p><b>Date:</b></p>	

**Please print, sign and email a scanned copy to Jennifer Golden, [jgolden1@yu.edu](mailto:jgolden1@yu.edu) along with:**

- The completed form I-983.
- A copy of your EAD.
- A copy of your most recent I-94 record.
- All forms must be typed.
- Save the original for your records.