

Recommendation for Optional Practical Training

Optional practical training is temporary employment available to F-1 students who have completed nine consecutive months of full-time enrollment, and may be taken either during or immediately following studies. The work must be related to the program of study. Employment may only be part-time (20 hours or less per week) prior to program completion, and must be full-time (40 hours per week) following completion of the program. The activity cannot begin until the U. S. Citizenship and Immigration Services (USCIS) has authorized it and issued an Employment Authorization Document (EAD). **To support your application for an EAD, you need a new I-20 with a recommendation for OPT. Submit this form to International Programs at least two weeks prior to the date you intend to send your petition to the USCIS.**

NOTE: Optional practical training must be requested prior to the completion of program requirements. OPT is available for a cumulative maximum of 12 months full-time for each level of study. Part-time training accrues at ½ the rate.

Student Name _____ KUID# _____
Last First Middle (Full)

Program of Study _____ Degree Level _____

Anticipated Date of **Completion of Degree Requirements (not graduation)**: _____

Proposed Dates of Employment: From _____ To _____ Hours Per Week _____
MM/DD/YY MM/DD/YY

Check the **one** applicable situation:

The student will engage in part time training during the regular Fall and/or Spring academic term, while continuing full-time enrollment.

The student will engage in training only during the official school breaks and/or summer (if program does not require enrollment).

The student has completed all **course** requirements (or will have by the USCIS authorized start date), and is only engaged in thesis, dissertation or equivalent.

The student has completed all **degree** requirements (or will have by the USCIS authorized start date).

As Academic Advisor of this student, I verify the accuracy of the information supplied and recommend the student for the employment described herein:

Signature Printed Name Date