



STEM OPT Extension Application Checklist

You may apply for the STEM OPT Extension up to 90 days before your initial 12-month OPT period expires. **The application must be received by USCIS no later than the last day on your EAD card.** Before beginning your application:

1. Confirm your employer is enrolled in E-Verify.
 2. Submit a completed Form I-983 to a Knox College DSO.
 3. After review, your DSO will recommend the STEM Extension and issue a new I-20 with the STEM OPT recommendation.
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Your application should include:

☐ **Form I-765 (Application for Employment Authorization)**

Online filing (recommended): <https://my.uscis.gov>

Mailing option: Use <https://www.uscis.gov/i-765> for the latest paper form and mailing instructions.

☐ **I-765 Filing Fee**

Online: \$470 (paid via debit/credit card through the USCIS portal).

By Mail: \$520

Pay by check or money order made out to "U.S. Department of Homeland Security", or use Form G-1450 to pay by credit card.

☐ Check <https://www.uscis.gov/i-765> for the most up-to-date fee information.

☐ **Two identical passport-style photos:** Taken within 30 days of submitting your application.

If mailing: Write your full name and SEVIS ID lightly on the back in pencil.

If online: Upload a digital photo that meets USCIS requirements.

☐ **Copy of your STEM OPT I-20**

Must be signed by both you and a Knox DSO and dated within the last 60 days.

Upload a scanned copy (online) or include a photocopy (mail).

☐ **Copy of your diploma or transcript**

Must clearly show your degree level and STEM major.

☐ **Copies of previous I-20s**

Include your initial I-20 and any with CPT or OPT authorizations.

☐ **Copy of your most recent Employment Authorization Document (EAD)**

Copy both the front and back of the card.

☐ **Copy of your I-94**

Electronic version: Download at <https://i94.cbp.dhs.gov>

If you have a paper version, copy both sides.

☐ **Copy of your passport ID page and valid U.S. F-1 visa**

☐ **Optional: Form G-1145 (E-Notification of Application/Petition Acceptance)(Include only if mailing your application)**

This form allows you to receive email and/or text notifications from USCIS when your application is accepted.

Available at <https://www.uscis.gov/g-1145>