

## STEM Extension Application Checklist

You can apply for the STEM Extension beginning 90 days before your initial year of OPT expires. You should first verify that your employer is enrolled in E-Verify and you should submit Form I-983 to a Knox College DSO. The DSO can then recommend you for the STEM Extension and issue you a corresponding I-20. Your application should include the following documents:

- Form I-765**, completed and signed. You can find Form I-765 and all filing instructions here: <http://www.uscis.gov/i-765>
- I-765 filing fee**: Payment may be made by check or money order made out to “U.S. Department of Homeland Security”, or by credit card using [Form G-1450](#). As of December 23, 2016, the filing fee for the I-765 is \$410. Refer to USCIS for the most up-to-date filing fee.
- 2 identical passport photos**, taken within 30 days of filing your application. Write your name and SEVIS number lightly on the back of the photos.
- Photocopy of Form I-20 with STEM Extension recommendation**. (A Knox DSO can provide this after receiving your Form I-983)
- Copy of your degree with your education level (bachelor’s) and STEM degree notated**. This could be a copy of your diploma (if your degree and education level are noted), or a transcript.
- Photocopies of prior I-20s**, especially your initial I-20 and any I-20s with prior CPT or OPT authorization
- Photocopy of previous Employment Authorization Document (EAD)**. Copy both sides.
- Copy of Form I-94**. If you have a paper Form I-94, copy both sides. If your I-94 record is electronic, retrieve it here: <https://i94.cbp.dhs.gov/I94/request.html>
- Photocopy of your passport ID page and U.S. F-1 visa**

If you would like to receive email notification from USCIS regarding your I-765 application, submit Form G-1145, E-Notification of Application/Petition Acceptance, to USCIS with the rest of your application. The form and instructions are here: <http://www.uscis.gov/g-1145>