



International Student Services

Optional Practical Training (OPT) Request Form

Optional Practical Training (OPT) is a type of off-campus employment authorization for international students. OPT is training designed to give students real world experience in a job directly related to their major. OPT is for 12 months of employment, to be completed up to 14 months after the program end date.

Instructions for this Form:

1. Student completes part 1 of this form, Academic Advisor/DSO completes part 2.
2. Student submits form to International Student Services (ISS) at international@century.edu
 - Students must review the [OPT Application and Approval Process](#) document for the steps to complete before submitting this form and applying for OPT authorization from USCIS.

Part 1. To Be Completed by the Student: Please Type or Print Clearly

Student Name: _____

Student ID: _____ Phone: _____ Email _____

Degree Program: _____ Anticipated Graduation Date: _____

I-20 Program End Date: _____ Passport Expiration Date: _____

Have you been authorized for Curricular Practical Training before? Yes* No
*If yes, at what school and for which dates? School: _____ Dates: _____

Have you been authorized for Optional Practical Training? Yes* No
*If yes, at what school, what program level, and for which dates?
School: _____ Program Level: _____ Dates: _____

Have you earned a previous degree(s) in the United States? Yes* No
*If yes, at what school(s) and what program level(s)?
School: _____ Program Level: _____
School: _____ Program Level: _____

I am requesting: (select only one):
 Post-Completion OPT *For employment authorization after graduation. Full-time only (more than 20 hours per week).*
 Pre-Completion OPT *For employment authorization before graduation. Part-time only (20 hours per week or less).*

I am requesting OPT authorization to begin: ____/____/____ to end: ____/____/____
mm/dd/yyyy mm/dd/yyyy

I understand that I am responsible for the information I submit to USCIS, including the information on my I-765 and the documentation I submit with the application. I understand it is my responsibility to submit to USCIS all pertinent documents within 30 days from the date the Designated School Official makes the recommendation for OPT in SEVIS. I understand that Century College and International Student Services cannot guarantee my OPT employment authorization will be approved, and they have no influence over USCIS, the final arbiter of OPT approval.

Student Signature Date

Part 2. To Be Completed by the Academic Advisor DSO

Please verify the information and check the boxes to acknowledge the following:

- I have verified the student's declared major at Century College and in SEVIS align with the degree program listed above.
- I have verified the student's I-20 program end-date aligns with their anticipated graduation date.

Please verify the information and select one box below:

- Post-Completion OPT: The above named student has completed or has in-progress the program requirements for the degree program listed above. The student's anticipated graduation date is:
Semester _____ Year _____
- Pre-Completion OPT: The above named student has completed an academic plan for the degree program listed above. The student's anticipated graduation date is:
Semester _____ Year _____

Notes: _____

By signing below, I indicate that the above information is true based on my best knowledge and information.

DSO Academic Advisor Signature Date

DSO Academic Advisor Name (please print)

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