



# NORTH CENTRAL TEXAS COLLEGE

International Admissions | 316 E Hickory St Denton, Texas 76201

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## REQUEST FOR OPTIONAL PRACTICAL TRAINING (OPT) I-20

### Steps to apply for OPT I-20

1. Go through the online **OPT PowerPoint** located in our website. Take **the quiz** and answer all questions correctly to be able to apply for your OPT I-20
2. Submit the completed quiz to our office via e-mail or in-person. You will be notified about the status of your quiz.
3. Once you pass the quiz, complete this form and submit it via e-mail or in-person. You will receive an e-mail when your OPT I-20 is ready.
4. **Documents you will need to submit the application to USCIS:**
  - Copy of current passport- must be valid
  - Copy of visa
  - Copy of I-94 (available electronically at <https://i94.cbp.dhs.gov/i94/#/home>)
  - 2 digital color passport photos taken within the past 6 months
  - Check or Money Order for \$470 (for online filing), or \$520 (for paper filing) payable to the U.S. Department of Homeland Security
  - Copies of any previous Employment Authorization Card (if applicable).
5. **Submitting Form I-765 Online on USCIS.GOV**
  - Go to USCIS.GOV and create an account
  - Begin your application by clicking "File A Form Online" and complete the application. Visit NCTC International Form page - "Guidance for Online Filing of Form I-765 for Optional Practical Training" for information on how to filling the application online.

Last Name

First Name

Middle Name

Date: \_\_\_\_\_

NCTC Student ID: \_\_\_\_\_

Degree / Certification Completion Date

(last final that completes the degree requirements)

\_\_\_\_\_

OPT Start Date

(must be within 60 days from your program completion date)

\_\_\_\_\_

Please read each statement carefully and **place your initials** next to each one to indicate your understanding and agreement.

I understand that if I depart the United States after my program of study ends but before receiving my physical OPT EAD card, I may lose eligibility for Optional Practical Training (OPT) and may be denied reentry into the U.S

I have completed the above requirements and information and understand the regulations regarding OPT and its process.

Student  
Signature

Date