



## CHECKLIST FOR OPT

To: U.S. Bureau of Citizenship and Immigration Services  
Nebraska Service Center  
Box 87765  
Lincoln, NE 68501-7765

Re: \_\_\_\_\_  
                Family Name    Given Name  
  
\_\_\_\_\_    \_\_\_\_\_  
                SEVIS No#    Student I.D. No#

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The following action is requested:

F-1 permission for practical training       Part time     Full time

I have enclosed:

\_\_\_\_\_ Check payable to “Department of Homeland Security” in the amount of \$180

\_\_\_\_\_ 2 Photos

\_\_\_\_\_ I-765 Form (attached in OPT packet)

\_\_\_\_\_ Optional Practical Training Recommendation F-1 Student Form (attached in OPT packet)

\_\_\_\_\_ Copy of I-20 (and any previously issued I-20s)

\_\_\_\_\_ Copy of I-538 (attached in OPT packet)

\_\_\_\_\_ Copy of I-94 (front and back)

\_\_\_\_\_ Copy of prior Employment Authorization (CPT or OPT)

\_\_\_\_\_ Copy of Passport

\_\_\_\_\_ Copy of Visa

\_\_\_\_\_ Copy of state driver’s license or state I.D.

\_\_\_\_\_ Copy of Oakland University Grizzly Card

\_\_\_\_\_ Copy of Social Security Card (if possible)



## OPTIONAL PRACTICAL TRAINING RECOMMENDATION F-1 STUDENT

This is to certify that \_\_\_\_\_  
Name Student I.D.

is a full time student in the Department of \_\_\_\_\_

and is expected to graduate on \_\_\_\_\_

with a \_\_\_\_\_ Degree.

For Graduate students please give the date that all academic program requirements are expected to be completed \_\_\_\_\_.

The student named above is applying for Optional Practical Training:

- \_\_\_\_\_ 1. After completion of all course requirements for the degree (excluding thesis or dissertation).
- \_\_\_\_\_ 2. After completion of the course of study.

\_\_\_\_\_  
Signature  
Academic Advisor/Dept. Head

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date



## U.S. Citizenship and Immigration Services

# USCIS Is Making Photos Simpler



**Old Three-Quarter  
Style Photo**



**New Passport  
Style Photo**

**Photos Must Be in Color**

**Washington, DC** — In accordance with language specified in the Border Security Act of 2003, U.S. Citizenship and Immigration Services (USCIS) announced a change in the photo requirements for all applicants from a three-quarter face position to a standard, full-frontal face position to take effect **August 2, 2004**.

USCIS will accept both three-quarter and full-frontal color photographs until **September 1, 2004**, after which only full-frontal color will be accepted.

The application process of customers who have already submitted materials that include color photos with the three-quarter standard **will not** be affected by this change.

All photos must be of just the person. Where more than one photo is required, all photos of the person must be identical. All photos must meet the specifications for full-frontal/passport photos.

For more information on photo standards, visit the Department of State website at <http://www.travel.state.gov/passport/pptphotos/index.html>, or contact the USCIS National Customer Service Center at 1 800 375 5283.

List of forms that require photos is on the back

## Applications and Petitions That Require Photos, and the Number Required

### 2 photos are required for the following forms:

**I-90** – Renew or replace your Permanent Resident Card (green card)

**I-131** – Re-entry permit, refugee travel document, or advance parole

**I-485** – Adjust status and become a permanent resident while in the U.S.

**I-765** – Employment Authorization/Employment Authorization Document (EAD)

**I-777** – Replace Northern Mariana Card

**I-821** – Temporary Protected Status (TPS) Program

**N-300** – Declaration of Intent (to apply for U.S. citizenship)

**N-400** – Naturalization (to become a U.S. citizen)

**N-565** – Replace Naturalization/Citizenship Certificate

### 3 photos are required for the following forms:

**I-698** – Temporary Resident's application under the 1987 Legalization Program for permanent resident status — file 1 photo for your application, and bring the other 2 with you to your interview

**N-600K** – To apply for U.S. citizenship for foreign-born child residing abroad with U.S. citizen parent

### 4 photos are required for the following forms:

**I-817** – To apply for Family Unity Benefits

**I-881** – NACARA — suspension of deportation or special rule cancellation

### File the following with your photos and of others as shown below:

**I-129F** – Fiancé(e) Petition — file with 1 photo of you + 1 photo of fiancé(e)

**I-130** – Relative petition — if filing for your husband or wife, file with 1 photo of you + 1 photo of your husband or wife

**I-589** – Asylum — file with 1 photo of you + 1 photo of each family member listed in Part A. II that you are including in your application

**I-730** – Relative petition filed by a person granted Asylum or Refugee status — file with 1 photo of the family member for whom you are filing the I-730

**I-914** – 'T' nonimmigrant status — file with 3 photos of you + 3 photos of each immediate family member for which you file an I-914A supplement

*All photos must be of just the person. Where more than one photo is required, all photos of the person must be identical. All photos must meet the specifications for full-frontal/passport photos.*

For more information, visit our website at [www.uscis.gov](http://www.uscis.gov), or call our customer service at 1 800 375 5283.