USCIS Checklist

After you receive your STEM OPT I-20 from the ISSS, you will assemble your USICS petition. Please be sure to include:

- completed Form I-765
- copies of all previous I-20s for your current degree level
- Check/Money Order payable to "Department of Homeland Security" for current fee - see filing fee
- Form G-1145 with name, email, and mobile phone to get a receipt for filing - form downloaded here.
- Two US passport-style photos with name written on back in pencil
- Copy of front & back of your current EAD card
- Copy of new STEM OPT endorsed I-20 with STEM recommendation
- Evidence of your degree - either a cop of the diploma or official transcripts from the Registrar's office
- Your most recent I-94 admissions record indicating F-1 entry.
- Copy of your US visa stamp
- Copy of your passport ID page
- Make sure your I-20 is signed

Mailing your STEM OPT Packet and Checking the Status of your Case

Once you have assembled your packet you will locate your filing location depending on the state you are currently residing in. Once submitted, in approximately two weeks you will get an email and text from the USICS lockbox facility with a receipt number. You may use that receipt number to check the status of your case online. You may also call the USCIS National Customer Service Center or make an appointment with the local USCIS Field Office in the JFK Building in Government Center.

You should keep a copy of the entire packet for your records.