



OPT and STEM OPT Reporting Form

Complete this form to report any changes in your US address, employment status, employer, visa status, or name. You are required by Federal regulations to report any changes within 10 days of the change. This information will be reported to SEVIS.

Part I: Personal Information

First Name: _____ Last Name: _____

Today's Date: _____ SEVIS ID Number: N00_____

Phone Number: _____ Email Address: _____

Current Residential Address:

Current Foreign Address:

If you have just received your Employment Authorization Document (EAD) and have not yet completed this survey, please submit a copy of both sides of your EAD to the Office of International Student Services at oie@esf.edu. If you are unsure if this is your first time, please submit a copy. If you have already taken this survey before, continue on to the rest of the form.

Part II: Prior Employment Information

Prior Employer Name: _____ Prior Employer's EIN Number: _____

Position Title at Prior Employer: _____

Is this work (circle): Full Time (more than 20 hr/week)? Part-Time (20 or less hr/week)?

Employment Start Date at Prior Employer: _____

Employment End Date at Prior Employer: _____

Prior Employer Address:

Part III: Current Employment Information

Current Employer Name: _____ Current Employer's EIN Number: _____

Position Title at Current Employer: _____

Employment Start Date at Current Employer: _____

Is this work (circle): Full Time (more than 20 hr/week)? Part-Time (20 or less hr/week)?

Current Employer Address:

Part IV: Supervisor Information

Supervisor's Name and Title: _____

Supervisor's Phone Number: _____

Supervisor's Email Address: _____

How does this work relate to your major?

Part V: Other Information

Have you changed to another visa status meaning that you are no longer in F-1 visa status?

YES

NO

Have you legally changed your name?

YES

NO

If you have any questions regarding the form or your employment, please contact the Office of International Student Services at 315-470-4754 or oie@esf.edu so that we may assist you.