

OPT GRADUATION VERIFICATION FORM

OPT I-20 Request Step Two Instructions:

- Download and save a copy of the blank OPT Graduation Verification Form to your desktop.
- Complete the form, then "save as" to your desktop.
- Print the completed form.
- Obtain Academic Advisor's signature on the OPT Graduation Verification form.
- Upload copies of the following documents (PDFs only) in the OPT I-20 Request System:
 - Signed OPT Graduation Verification form
 - Current I-20 (page 1 only)

After uploading all documents, please allow 7 business days for your OPT I-20 to be processed by OIS.

Note: Incomplete requests will require additional processing times.

OPT GRADUATION VERIFICATION FORM

CONTACT INFORMATION:

Email:	DOB:
First Name:	Citizenship:
Last Name:	Address:
Gender:	Apt #:
USCID:	City:
SEVIS:	State:
Phone:	Zip:

OPT I-20 REQUEST INFORMATION:

First Semester at USC:	Which type of OPT I-20 are you requesting:	POST-COMPLETION OPT
Degree Level:	Requested OPT Start Date:	
Major(s):	Requested OPT End Date:	
Expected Graduation:	Have you ever been approved for OPT on a previous degree?	

STATEMENT OF UNDERSTANDING:

I have read and understood the [OPT Instructions](#) and requirements provided by OIS. I acknowledge that: 1. Once my OPT I-20 is processed, USCIS must receive my application within 30 days of the issue date on page 1 of the I-20. 2. It is my responsibility to report all employment through the [OIS OPT Employment Reporting System](#) in order to maintain status on OPT.

ACADEMIC ADVISOR GRADUATION VERIFICATION

The student above has presented the necessary documents to apply for graduation. Double major students must have both departments verify graduation.

Expected graduation date is: _____ Current GPA: _____

Academic Advisor Name (please print)

Signature

School/Department

Ext.

Date