

Dear Officer:

Enclosed please find the following items related to my request for Optional Practical Training.

- Processing fee in the amount of \$410, made out to "*U.S. Department of Homeland Security*";
- 2 passport style photos, with full name and I-94# written on the back;
- Completed Form G-1145;
- Completed Form I-765;
- Form I-20 issued for OPT (original)
- Copies of all Forms I-20 ever issued to me;
- Copies of ID & expiration date pages of passport and most recent visa stamp;
- Copy of Form I-94
- Copies of previously issued EAD (*if applicable*);
- Other: \_\_\_\_\_

Please contact me if further information is required.

Sincerely,

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Full Name

\_\_\_\_\_  
SEVIS ID#