

Morgan State University
Office of International Student & Faculty Services (OISFS)
STEM OPT 24-Month Extension Checklist

1. Original and completed Form I-765
2. I-765 application fee
 - a. \$410--personal check or money order (money order is recommended)
3. Original and completed Form I-983 (completed by employer)
4. Two passport-style photos
5. Copy of qualifying STEM degree transcript
6. Copy of all previous I-20's (pages 1 and 3 [old] or pages 1 and 2 [new])
7. I-94 printout (accessible online)
8. Copy of passport bio page
9. Copy of F-1 visa (unexpired or expired)
10. Copy of all previous Employment Authorization Documents (EAD) (front and back)
11. Copy of pages 1 and 2 of the new I-20 with the STEM extension recommendation (get after above items have been completed, including Form I-983, from OISFS)

Application Instructions

- On checkbox "I am applying for" select "Renewal of my permissions to accept employment"
- For question #3, make sure the address you list on this form will be accurate for at least 90 days as this is where USCIS will send your Receipt Notice, Approval Notice and EAD. If you will use a reliable friend or family member's address, please make sure to use the C/O notation, (C/O Mary Smith, 123 Main St.)
- For question #20, write: (c)(3)(C)
- For question #21, include the CIP code and/or your degree as listed on your I-20, your employer's name, and their E-verification identification number

Final Steps

1. Check all documents for completeness and accuracy
2. Be sure to sign Forms I-20, I-765, and I-983
3. Make a copy of completed application packet for your records
4. Mail completed application packet to appropriate address:

United States Postal Service (USPS)	Express Mail (FedEx, UPS, etc.)
USCIS	USCIS
P.O. Box 660867	ATTN: AOS
Dallas, TX 75266	2501 S. State Highway 121 Business
	Suite 400
	Lewisville, TX 75067