



**You have many responsibilities when applying for OPT and during your period of OPT. Read all the following information carefully, understanding that you must take care to maintain your legal F-1 status. Mark each statement to confirm that you understand, and sign the form. Please ask your CGE advisor if you have any questions.**

- I will pay attention to email notices from SEVP (e.g. reminders for 6, annual, 18 month, and final reporting)
- I will use the SEVP Portal to report a change of address within 10 days of the change. It must be a physical street address and NOT a P.O. Box nor an office/employer address.
- I will report a change in the legal name printed on my I-20.
- I will report a change in e-mail address to my CGE advisor.
- I will use the SEVP Portal to report any change in employer name, supervisor name or employer address.
- I will notify my CGE advisor if my job ends.
- I must report to the CGE every 6 months from the extension start date.
- I understand that I can report as early as 15 days before my reporting date. Completing the report is a STEM OPT requirement.
- I will also submit 2 evaluations on progress: one within the first 12 months of the STEM start date and one at the end of my STEM extension.
- I understand that SEVP can terminate my OPT and F-1 status if I do not comply with the reporting requirements or if I exceed 150 days of unemployment in the combined period of my regular and STEM OPT.

Student Last Name:  First Name:

FSUID:  Email address you want in SEVIS:

This is the email address to which SEVP will send reminders about the required updates. If this email address is different from the email currently in SEVIS, SEVP will email you to confirm the change. Visit [this page](#) to see the text of email notices SEVP sends, including the text of email regarding the change of an email address.

**U.S. ADDRESS:** This must be your PHYSICAL STREET ADDRESS or where you reside. This CANNOT be a P.O. Box or office address.

Street Address:

City:  State:  Zip/Postal Code:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Use the CGE online reporting form to comply with reporting requirements:** [STEM OPT REPORTING/I-983 SUBMISSION FORM](#)