



## Reporting on STEM-OPT

To maintain legal F-1 status, a STEM OPT student must regularly check in with their DSO throughout the duration of the STEM extension to validate Student and Exchange Visitor Information System (SEVIS) information and report changes made to the student's training plan (I-983 Form).

You must submit a report every 6 months from your STEM EAD start date even if your employment information has remained the same. Validation report due dates are based on your STEM start date, not the start date of employment with your employer. SEVP Portal users will [receive a reminder](#) via email 30 days before any validation report is due. Please note that STEM OPT students must report a change in this information, including any loss of employment, within 10 days of the change.

### Refer to Types of STEM OPT Reports:



For all STEM REPORTING click here [STEM REPORTING](#)

1. **6 MONTHS REPORTING:** Every six months a student must work with their DSO to confirm that the student's record in SEVIS accurately reflects their current circumstance.

As part of this six-month reporting, STEM OPT students must confirm that their SEVIS information correctly identifies their:

- Legal name.
- Residential or mailing address.
- Employer name and address.
- Status of current employment.
- Confirm personal address and employer information.

### Annual Self Evaluation:

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Each STEM OPT student must complete and submit to their DSO an annual self-evaluation describing the progress of the training experience.

- **Initial:** 12 months after the STEM OPT start date, and a
- **Final assessment** that recaps the training and knowledge acquired during the complete, 24-month training period.

2. **12 MONTH EVALUATION:** Complete, sign and upload pages 1- 5 Form I-983 STEM OPT Training Plan. Make sure to fill out page 5 of the Form I-983 (Evaluation on Student Progress) Section.

3. **18- MONTH REPORTING:** As part of this 18-month reporting, STEM OPT students must confirm that their SEVIS information correctly identifies their:

- Legal name.
- Residential or mailing address.
- Employer name and address.
- Status of current employment.
- Confirm personal address and employer information.

4. **24 - MONTH EVALUATION:** Complete, sign and upload pages 1- 5 Form I-983 STEM OPT Training Plan. Make sure to fill out page 5 of the Form I-983 (Final Evaluation on Student Progress) Section.

### Changing Employers

When a STEM OPT student changes employers, the new employer must be enrolled in E-Verify before the student begins to work for pay. The student must also submit a new Form I-983 to their DSO within 10 days of starting the new practical training opportunity. The student must also fill Page 5 of Form I-983 STEM OPT Training Plan (Final Evaluation) for employment that is ending.

- Complete, sign and upload page 1- 4 of Form I-983 STEM OPT Training Plan for new employer
- Complete, sign and upload page 1- 5 of Form I-983 STEM OPT Training Plan (Final Evaluation) for old employer
- Click here to update employer, [STEM REPORTING](#). Select change of employer as your option.

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### **For any additional employer**

When a STEM OPT, student has multiple/additional employers, the new employer must be enrolled in E-Verify before the student begins to work for pay. The student must also submit a new Form I-983 to their DSO within 10 days of starting the new practical training opportunity.

- Complete, sign and upload page 1- 4 of form I-983 STEM OPT Training Plan for new employer
- Click here to add employer, [STEM REPORTING](#). Select add additional employer as your option.

### **Changes on the I-983 form**

Each STEM OPT student must report to their DSO any material changes to, or material deviations from, the student's formal training plan.

Material changes or deviations from the original Form I-983 may include, but are not limited to:

- Change of Supervisor
- Any change of the employer's EIN.
- Any reduction in student compensation that is not tied to a reduction in hours worked.
- Any significant decrease in hours per week that a student engages in a STEM training opportunity.
- Changes to the employer's commitments or student's learning objectives as documented on the Form I-983.

### **Ending Employment**

When a STEM OPT, student end a employment, Full Form I-983 must be submitted to their DSO within 10 days of starting the ending the practical training opportunity.

- Report Last date of employment
- Complete, sign and upload page 5 of form I-983 STEM OPT Training Plan (Final Evaluation)

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## **Unemployment**

The total of 150 days includes any days of unemployment that accrued during your period of Post-Completion OPT.

If you have any questions or concerns, please do not hesitate to contact our office by emailing us at [intl.stu@tamuc.edu](mailto:intl.stu@tamuc.edu) or phone 903-886-5097.

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