How To Submit the OPT Approval (without Employment) Report in MyiSCU
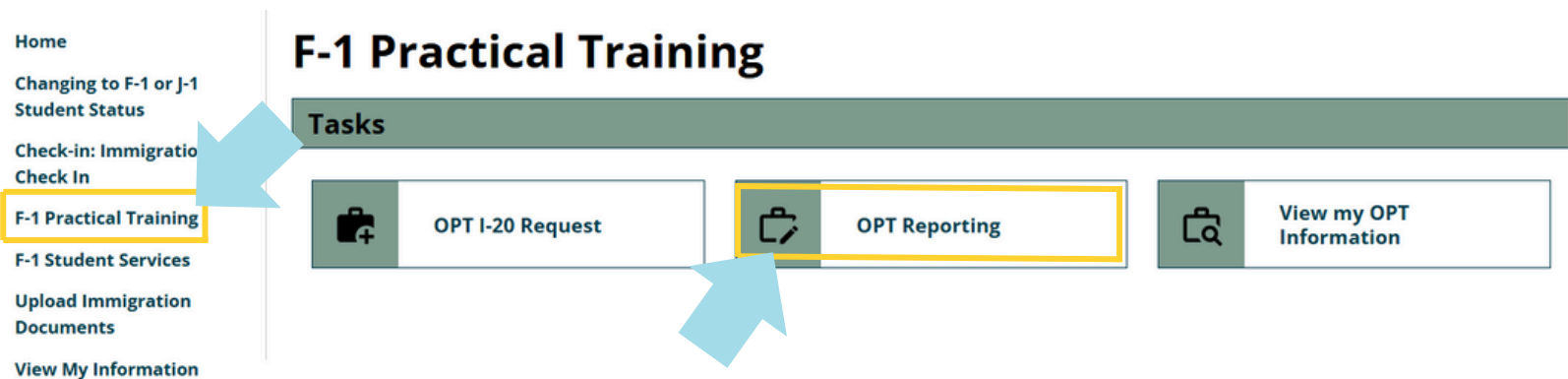
Select the OPT Reporting eForm under the F–1 Practical Training Menu

Click on OPT Reporting to access the eForm.

OPT Reporting

Use this form to report one of the following:

- OPT approval (without employment)
- OPT approval (with employment)
- Change in OPT company
- A period of unemployment
- Other

More information about OPT reporting obligations is available on our **OPT website.**

E-Forms   —

☐ **REQUIRED**
OPT Reporting

OPT Reporting

MAIN PAGE FOR E-FORM GROUP

You will first need to confirm your contact information is correct. If it's not, you will need to update it.

(*) Information Required

Verify your Personal Contact information

SEVIS ID on File

[   ]

Email address on file

[   ]

US Address Line 1

[   ]

US Address Line 2

[   ]

Select OPT Approval Period*

| 12/15/2024 - 12/14/2025 | 12/15/2024 - 12/14/2025 |
| ○ Requested Post-Completion | ○ Requested Post-Completion |

US Address City

[   ]

Is your email address for SEVP portal purposes correct?*

○ Yes   ○ No

US Address State

[   ]

US Phone Number on file

[   ]

US Address Zip Code

[   ]

Is your Phone Number correct?*

○ Yes   ○ No

Is your current US Address on file correct?*

○ Yes   ○ No

Select OPT Approval (without employment), provide the required information and click Submit.

You can report one of the following:

- OPT approval (without employment),
- OPT approval (with employment),
- Change in OPT company,
- A period of unemployment,
- Other

What kind of change or update are you reporting?*

| OPT approval (without employment) | ⌄ |

OPT approval without employment
Upload copy of OPT EAD card *

Select File

Would you like an updated I-20 issued? We will email you when the I-20 is available for download from the MyiSCU portal.*

○ Yes   ○ No

Save Draft   **Submit**

If you would like an updated I-20 select Yes and click Submit.

Global Engagement
SANTA CLARA UNIVERSITY