

## STEM OPT Extension

STEM (science-technology-engineering-math) OPT extension eligibility requirements:

1. Completion of NMSU degree. You must submit a copy of NMSU transcript and diploma with STEM OPT extension application.
2. Less than 90 days of unemployment during initial OPT period (calendar days).
3. Employed by an E-verify employer

If eligible for the STEM extension, complete the STEM OPT Extension Request Form and submit to International Student & Scholar Services. When the new I-20 is ready it will be mailed to your home address and you will include a copy of the signed I-20 in your STEM OPT extension application packet mailed to USCIS.

### Mailing

Your I-765 STEM OPT extension request will be mailed to a specific USCIS Service Center based on your current address. (See attached addresses)

Your STEM OPT extension packet can be submitted a maximum of 90 days prior to the end of your current OPT. The deadline for receipt of your application at USCIS is the ending date of your current OPT as stated on the EAD. If you meet this deadline you can continue working for up to 180 days pending receipt of the new EAD.

### Include in your packet:

Original, completed I-765, <http://www.uscis.gov/files/form/i-765.pdf>

#16: code for STEM extension is (C)(3)(C)

#17: add degree, employer name and E-verify number

Photocopy of new I-20 for STEM extension -- Remember to sign #11 on your I-20 before making the photocopy to send to the Service Center.

Your new I-20 will state the name and address of your current employer. If you are changing employers prior to the start of your STEM extension contact ISSS.

Copy of your NMSU transcript and diploma

Copy of current EAD

Two colored passport-style photos

Photocopy of I-94, (front & back), travel visa, and passport identification page

Check or money order for \$410 payable to U.S. Department of Homeland

Security Form G-1145 is optional

### During your OPT extension period you need to report to ISSS if:

1. There is a change in your home address (report any address changes within 10 days)
2. If there is a change of employment send company name, address and starting date of this position

It is important to remember that your OPT extension ends if you are unemployed for 90 days or if you change companies and the new employer is not an E-Verify employer.

For questions and I-765 processing contact: ISSS, [iss@nmsu.edu](mailto:iss@nmsu.edu), 575-646-2923



**U.S. Citizenship and  
Immigration Services**

## USCIS Phoenix and Dallas Lockbox facilities

Use the table below to determine which lockbox you should send your application to:

If you live in...	Mail your application to:
Alaska, Arizona, California, Colorado, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Montana, Nebraska, Nevada, North Dakota, Ohio, Oregon, South Dakota, Utah, Washington, Wisconsin, Wyoming, Guam, or the Northern Mariana Islands.	USCIS Phoenix Lockbox  <b>For U.S. Postal Service (USPS) First-Class and Priority Mail Express deliveries:</b>  USCIS P.O. Box 21281 Phoenix, AZ 85036  <b>For overnight/courier deliveries (non-USPS):</b>  USCIS Attn: AOS 1820 E. Skyharbor Circle S Suite 100 Phoenix, AZ 85034
Alabama, Arkansas, Connecticut, Delaware, District of Columbia, Florida, Georgia, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Mississippi, New Hampshire, New Jersey, New Mexico, New York, North Carolina, Pennsylvania, Puerto Rico, Rhode Island, South Carolina, Oklahoma, Tennessee, Texas, Vermont, Virginia, U.S. Virgin Islands, or West Virginia	USCIS Dallas Lockbox  <b>For U.S. Postal Service (USPS) First-Class and Priority Mail Express deliveries:</b>  USCIS P.O. Box 660867 Dallas, TX 75266  <b>For overnight/courier deliveries (non-USPS):</b>  USCIS Attn: AOS 2501 S. State Hwy. 121 Business Suite 400 Lewisville, TX 75067

## STEM OPT EXTENSION REQUEST FORM

### **PERSONAL INFORMATION**

Name \_\_\_\_\_ NMSU ID # \_\_\_\_\_

Permanent (non-NMSU) email \_\_\_\_\_

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

Current Home Address \_\_\_\_\_

### **EMPLOYER INFORMATION**

Company Name \_\_\_\_\_

Address \_\_\_\_\_

Supervisor's Name and Phone \_\_\_\_\_

Employment Start Date at this Company \_\_\_\_\_

Your Job Title \_\_\_\_\_

Is there previous employment that was not reported to ISSS?  Yes  No

Is yes, provide employment information as requested above on separate sheet

### **CONDITIONS**

I understand the eligibility requirements for receiving and maintaining my F-1 status during OPT.

I understand that it is my responsibility to immediately inform International Student & Scholar Services of any changes or updates to my employment or home address.

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

This form can be scanned to [iss@nmsu.edu](mailto:iss@nmsu.edu), faxed to 575-646-1517, or mailed to

International Student Service  
New Mexico State University  
MSC 3567, PO Box 30001  
Las Cruces, NM 88003