



OPT STEM Extension—Training Plan for STEM OPT Students (Form I-983)

Requesting OPT STEM Extension I-20 from ISSS

Complete and submit the [OPT STEM Extension I-20 Request Form](#) via DocuSign.

- The [Form I-983](#) must be submitted to ISSS in order to receive a STEM Extension OPT I-20.
- The Form I-983 is NOT mailed to USCIS with your application materials

Be sure to review the [OPT STEM Extension Application Mailing & Reporting Requirements](#) document for a list of the application materials mailed to USCIS.

Training Plan for STEM OPT Students (Form I-983)

[Form I-983](#) must clearly articulate the STEM OPT student's learning objectives and affirm the employer's commitment to helping the student achieve those objectives.

STEM OPT students and their employers are subject to the terms and conditions of the 24-month STEM OPT extension regulations, effective as of the employment start date requested for the associated STEM OPT period, as indicated on the Form I-983.

Additional information on completing the I-983 can be found at the [Department of Homeland Security's website](#).

Section 1: Student Information (completed by the student)

- *Student Name:* Enter your full name (Surname/Primary Name, Given Name) as it appears on your passport.
- *Name of School Recommending STEM OPT:* Enter school name (see "School Information" section on your Form I-20)
- *Name of School Where STEM Degree Was Earned:* Enter the name of the school from which you earned the degree upon which the STEM OPT is based. This may or may not be the same school recommending the STEM OPT if you are using a prior STEM degree.
- *SEVIS School Code of School Recommending STEM OPT:* University of Colorado Boulder's F-1 School Code is DEN214F00155000
- *DSO Name and Contact Information:* Enter the name of an ISSS Advisor, their email address, phone number, and address (2249 Willard Loop Drive Boulder, CO 80309)
- *Student SEVIS ID Number:* Enter your SEVIS identification (ID) number (see "SEVIS ID" at top of Form I-20, beginning with N)
- *STEM OPT Requested Period:* The duration of your STEM OPT extension is based on your current OPT end date, regardless of whether the authorized dates match actual training dates. For a student currently on 12-month OPT requesting a STEM OPT extension, the start date should be the day after your current 12-month OPT ends
- *Qualifying Major and Classification of Instructional Programs (CIP) Code:* Enter the code per Form I-20 for the particular school and degree program you are basing your STEM OPT request. The CIP code is a six-digit code (XX.XXXX) following the major.
- *Level/Type of Qualifying Degree:* Enter the academic level upon which you are basing STEM OPT. (For example, Bachelor's, Master's, or Ph.D.)
- *Date Awarded:* Enter the program end date listed on the Form I-20 for the particular school and degree program upon which you are basing your STEM OPT request.

- **Based on Prior Degree:** Check “Yes” if your STEM OPT is based on a previously-obtained U.S. STEM degree, and is not the same degree upon which your current OPT was granted. Check “No” if your STEM OPT is based on your most recently obtained degree, and that is the degree upon which your current OPT is based.
- **Employment Authorization Number:** Enter your “A” number found on your Employment Authorization document (EAD card) underneath “USCIS#”.

Section 2: Student Certification (Completed by Student)

- Review each item carefully and affirm the statements by signing the Form.

Section 3: Employer Information (Completed by Employer)

- Be sure to your employer fully completes section 3
- **Start Date of Employment:** The date needs to reflect the dates of your employment with your STEM Extension/E-Verify employer *after* your post-completion OPT has ended and during the OPT STEM Extension employment 24-month authorization period.
- **F-1 students working at the *University of Colorado Boulder* during the STEM extension period only:**
 - Employer Address: 3100 Marine Street Boulder, CO 80309
 - Employer ID Number (EIN) = 84-6000-555
 - NAICS Number = 611310
 - Number of Full-Time Employees at CU Boulder= 7726

Section 4: Employer Certification (Completed by Employer)

- **Employer Certification:** The Employer Official with Signatory Authority, who is an appropriate individual in the employer’s organization, who is familiar with the student’s goals and performance, and who is an employee who has signatory authority for the employer should review the certification and affirm the statement by signature.
- **F-1 students working at the *University of Colorado Boulder* during the STEM extension period only:**
 - The chair of the department or the director of the unit where you work is the only individual authorized to sign on behalf of CU Boulder. In Section 6, Employer Official Certification of the Training Plan Form, the student’s direct supervisor should sign.

Section 5: Training Plan for STEM OPT Students (Completed by Employer)

- Federal regulations require each STEM OPT student to prepare and execute with his or her prospective employer a formal training plan that identifies learning objectives and a plan for achieving those objectives. The STEM OPT student and his or her employer must work together to finalize the plan.
- **F-1 students working at the *University of Colorado Boulder* during the STEM extension period only:**
 - Site address needs to be the physical address where you will be working while on STEM OPT

Section 6: Employer Official Certification (Completed by Employer)

- The individual who signs this Certification need not be, but can be, the same individual who signed the Employer Certification in Section 4. An employee with signatory authority for the employer should review the certification and affirm the statement by signature. On the material change certification (#4 under section 6), please note that material changes in the plan can include (but are not limited to) the following:
 - Any change of Employer Identification Number resulting from a corporate restructuring
 - Any reduction in compensation from the amount previously submitted on the Form I-983 “Training Plan for STEM OPT Students,” 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, and
 - Any decrease in hours below the 20-hours-per- week minimum required under this rule.
- **F-1 students working at the *University of Colorado Boulder* during the STEM extension period only:**
 - The student’s direct supervisor should sign the Employer Official Certification of the Training Plan form

Evaluation on Student Progress

Student evaluations are a shared responsibility of both the student and the employer to ensure that the student's practical training goals are being satisfactorily met. The student is responsible for conducting a self-evaluation based on his or her own training progress. The employer must review and sign the self-evaluation to attest to its accuracy.

When first **applying** for the OPT STEM Extension, page 5 should be **left blank** as the evaluations are only completed once a student is on STEM OPT.

These evaluations are required at the following times:

- *Evaluation on Student Progress* (top of page 5 of Form I-983) required after completion of 12 months of STEM OPT period
 - Enter start and end dates for first 12 months of STEM OPT training period
- *Final Evaluation on Student Progress* (bottom of page 5 of Form I-983) due within 10 days of the conclusion of 24-month STEM OPT period OR if a STEM OPT job ends early, the student must submit the final evaluation within 10 days following the conclusion of the opportunity.

The Employer Official with Signatory Authority must sign, print name, and enter the date of signature to show concurrence with the assessment information that the student has entered.

Failing to submit a final evaluation would be a violation of the terms of the Form I-983 and may jeopardize the student's nonimmigrant status.

ISSS will reach out to students on STEM OPT to remind them to complete the 12 month and final evaluation. It is the student's responsibility to submit the evaluations in a timely matter. This includes providing a final evaluation within 10 days of completion if the student leaves a job before the 24-month STEM extension ends