

Start Online I-765 application

Please remember: DO NOT submit your I-765 application to USCIS before receiving your OPT I-20 from UW ISS.

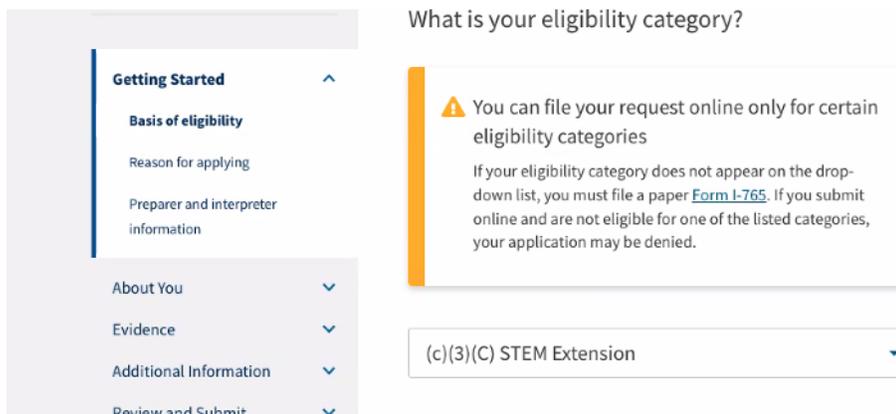
1. Create an account with USCIS. [See their tutorial.](#)
2. Click 'File a Form Online'



3. Choose I-765, Application for Employment Authorization Read and review the information in the next screens and click Next



4. For Post- completion OPT select c(3)(B). For STEM extension OPT select c(3)(C) STEM Extension and enter your full degree.



5. If you're applying for Post completion OPT select 'Initial Permission to accept Employment'. If you're applying for STEM extension select 'Renewal of Permission to Accept Employment' extension and 'Yes'.

I-765, Application for Employment Authorization

Getting Started ^

- Basis of eligibility
- Reason for applying**
- Preparer and interpreter information

About You v

Evidence v

Additional Information v

Review and Submit v

What is your reason for applying?

- Initial permission to accept employment
- Replacement of lost, stolen, or damaged employment authorization document or correction of my employment authorization document NOT DUE to US Citizenship and Immigration Services error
- Renewal of permission to accept employment

Have you previously filed Form I-765?

- Yes
- No

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6. If someone is helping you complete your application, you will need to enter information about them too.

I-765, Application for Employment Authorization

Getting Started ^

- Basis of eligibility
- Reason for applying
- Preparer and interpreter information**

About You v

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Additional Information v

Review and Submit v

Is someone assisting you with completing this application?

- Yes
- No

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7. Answer questions about you

The sidebar menu is located on the left side of the page. It contains the following items:

- Getting Started (with a downward arrow)
- About You (with an upward arrow)
 - Your name
 - Your contact information
 - Describe yourself
 - When and where you were born
 - Your immigration information
 - Other information
- Evidence (with a downward arrow)
- Additional Information (with a downward arrow)
- Review and Submit (with a downward arrow)

What is your current legal name?

Your current legal name is the name on your birth certificate, unless it changed after birth by a legal action such as marriage or court order. Do not provide any nicknames here.

Given name (first name)

Middle name

Family name (last name)

Have you used any other names since birth?

Other names used may include nicknames, aliases and maiden names.

Yes

No

8. Add your contact information

The sidebar menu is located on the left side of the page. It contains the following items:

- Getting Started (with a downward arrow)
- About You (with an upward arrow)
 - Your name
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- Evidence (with a downward arrow)
- Additional Information (with a downward arrow)
- Review and Submit (with a downward arrow)

How may we contact you?

Daytime telephone number

Mobile telephone number (if any)

This is the same as my daytime telephone number.

Email address

What is your current U.S. mailing address?

We will use your current mailing address to contact you throughout the application process. We may not be able to contact you if you do not provide a complete and valid address. Please provide a U.S. address only.

In care of name (if any)

Address line 1

9. Answer more questions about you

I-765, Application for Employment Authorization

Getting Started ▼

About You ▲

Your name

Your contact information

Describe yourself

When and where you were born

Your immigration information

Other information

Evidence ▼

Additional Information ▼

Review and Submit ▼

What is your gender?

Male

Female

What is your marital status?

Single

Married

Divorced

Widowed

I-765, Application for Employment Authorization

Getting Started ▼

About You ▲

Your name

Your contact information

Describe yourself

When and where you were born

Your immigration information

Other information

Evidence ▼

Additional Information ▼

Review and Submit ▼

What is your city, town, or village of birth?

What is your state or province of birth?

What is your country of birth?

What is your date of birth?

10. Enter your Immigration status information

I-765, Application for Employment Authorization

Getting Started ▼

About You ▲

Your name

Your contact information

Describe yourself

When and where you were born

Your immigration information

Other information

Evidence ▼

Additional Information ▼

Review and Submit ▼

What is your country of citizenship or nationality?

List all countries where you are currently a citizen or national.

What is your Form I-94 Arrival-Departure Record Number (if any)?

When did you last arrive in the United States?

List your arrival date, place of arrival, and status at arrival.

11. Enter additional information. Most students won't have an A- Number.

Getting Started ▼

About You ▲

Your name

Your contact information

Describe yourself

When and where you were born

Your immigration information

Other information

Evidence ▼

Additional Information ▼

Review and Submit ▼

What is your A-Number?

I do not have or know my A-Number.

What is your USCIS Online Account Number?

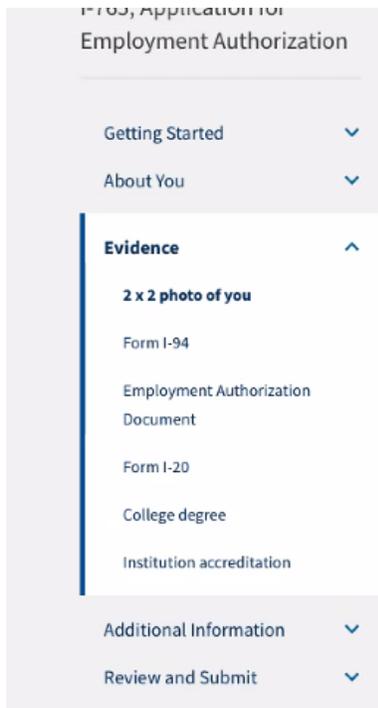
Providing your unique USCIS Online Account Number (OAN) helps us manage your account. You may already have an OAN if you previously filed [certain paper forms](#) and received an Account Access Notice in the mail. You can find the OAN at the top of the notice; it is not the same as an A-Number.

I do not have or know my USCIS Online Account Number.

Has the Social Security Administration (SSA) ever officially issued a Social Security card to you?

Yes

12. Upload a 2 x 2 Photo of You. If you're creating the draft to submit for review you can skip this for now.



2 X 2 Photo Of You

Upload a recent color photograph of yourself that measures 2 inches by 2 inches, with your face measuring 1 inch to 1 3/8 inch from your chin to the top of your head. Your eyes should be between 1 1/8 inch and 1 3/8 inch from the bottom of the photo.

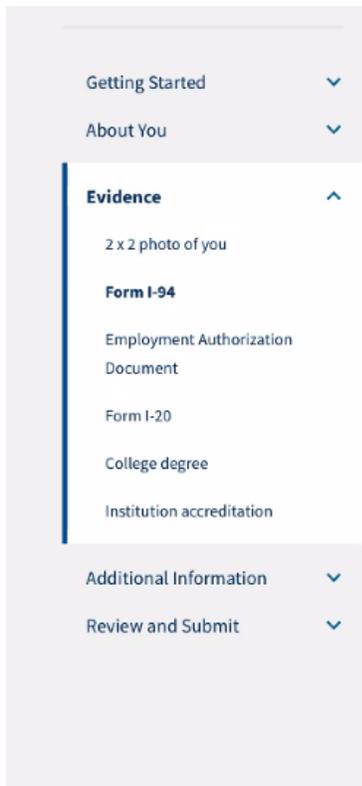
Make sure your whole face is visible, you are facing the camera directly, and the background is white or off-white. Your head must be bare, unless contrary to your religious beliefs.

If you need help understanding the photo requirements or want to resize, rotate, or crop your photo, you can use to the Department of State's [photo composition tools](#). Please note that we cannot approve your application without your photo.

File requirements

- Clear and readable
- Accepted file formats: JPG, JPEG, or PNG
- No encrypted or password-protected files
- If your documents are in a foreign language, upload a full English translation and the translator's certification with each original document.
- Upload no more than five documents at a time
- Accepted file name characters: English letters, numbers, spaces, periods, hyphens, underscores, and parentheses

13. Upload your I-94. If you're creating the draft to submit for review you can skip this for now.



I-94, Arrival And Departure Record

Upload a copy of one of the following:

- Your Form I-94, Arrival-Departure Record (front and back);
- A printout of your electronic Form I-94 ; or
- Your passport or other travel document.

If you were admitted to the United States by CBP at an airport or seaport after April 30, 2013, CBP may have issued you an electronic Form I-94 instead of a paper Form I-94. You may visit the [CBP website](#) to obtain a paper version of an electronic Form I-94. CBP does not charge a fee for this service. Some travelers admitted to the United States at a land border, airport, or seaport, after April 30, 2013, with a passport or travel document, who were issued a paper Form I-94 by CBP, may also be able to obtain a replacement Form I-94 from the CBP website without charge.

If your Form I-94 cannot be obtained from the CBP website, it may be obtained by filing [Form I-102, Application for Replacement/Initial Nonimmigrant Arrival-Departure Record](#), with USCIS. USCIS does charge a fee for this service.

File requirements

- Clear and readable
- Accepted file formats: JPG, JPEG, PDF, TIF or TIFF
- No encrypted or password-protected files
- If your documents are in a foreign language, upload a full English translation and the translator's certification with each original document.
- Upload no more than five documents at a time
- Accepted file name characters: English letters, numbers, spaces, periods, hyphens, underscores, and parentheses

14. Upload a copy of EAD card, if you don't have it include a copy of your passport bio page and visa. If you're creating the draft to submit for review you can skip this for now.

The screenshot shows a sidebar menu on the left with the following items: 'Getting Started' (dropdown), 'About You' (dropdown), 'Evidence' (expanded), 'Additional Information' (dropdown), and 'Review and Submit' (dropdown). Under 'Evidence', there are links for '2 x 2 photo of you', 'Form I-94', 'Employment Authorization Document' (bolded), 'Form I-20', 'College degree', and 'Institution accreditation'. The main content area is titled 'Employment Authorization Document Or Government ID' and contains the following text: 'Upload a copy of your last Employment Authorization document (EAD) (front and back). If you were not previously issued an EAD, you must upload a copy of a government-issued identity document (such as a passport) showing your picture, name, and date of birth; a birth certificate with photo ID; a visa issued by a foreign consulate; or a national ID document with photo and/or fingerprint. The identity document photocopy must clearly show your facial features and contain your biographical information.' Below this is a 'File requirements' section with a bulleted list: 'Clear and readable', 'Accepted file formats: JPG, JPEG, PDF, TIF or TIFF', 'No encrypted or password-protected files', 'If your documents are in a foreign language, upload a full English translation and the translator's certification with each original document.', 'Upload no more than five documents at a time', 'Accepted file name characters: English letters, numbers, spaces, periods, hyphens, underscores, and parentheses', and 'Maximum size: 6MB per file'. At the bottom is a dashed box with the text 'Choose or drop files here to upload'.

15. Upload your STEM OPT I20 Signed by a UW International Student Advisor. If you're creating the draft to submit for review you will not have this I20 yet and will need to skip.

The screenshot shows a sidebar menu on the left with the following items: 'Getting Started' (dropdown), 'About You' (dropdown), 'Evidence' (expanded), 'Additional Information' (dropdown), and 'Review and Submit' (dropdown). Under 'Evidence', there are links for '2 x 2 photo of you', 'Form I-94', 'Employment Authorization Document', 'Form I-20' (bolded), 'College degree', and 'Institution accreditation'. The main content area is titled 'I-20, Certificate Of Eligibility For Nonimmigrant Student Status' and contains the following text: 'Upload a copy of the Form I-20, Certificate of Eligibility for Nonimmigrant Student Status endorsed by the Designated School Official (DSO). For the (c)(3)(B) eligibility category, your DSO must have entered the recommendation for OPT into your SEVIS record within 30 days of you submitting Form I-765. If you fail to do so, we will deny your OPT request. For the (c)(3)(C) eligibility category, the Form I-20 must have been endorsed by the DSO within 60 days of submitting Form I-765.' Below this is a 'File requirements' section with a bulleted list: 'Clear and readable', 'Accepted file formats: JPG, JPEG, PDF, TIF or TIFF', 'No encrypted or password-protected files', 'If your documents are in a foreign language, upload a full English translation and the translator's certification with each original document.', 'Upload no more than five documents at a time', 'Accepted file name characters: English letters, numbers, spaces, periods, hyphens, underscores, and parentheses', and 'Maximum size: 6MB per file'. At the bottom is a dashed box with the text 'Choose or drop files here to upload'. A small 'Desktop file(s)' icon is visible near the top right of the main content area.

16. Upload an unofficial Transcript. This is only for students applying for STEM extension. If you're creating the draft to submit for review you can skip this for now.

College Degree

Upload evidence the degree that is the basis for the STEM OPT extension is in one of the degree programs currently listed on the [STEM Designated Degree Program List](#) or a copy of your prior STEM degree.

File requirements

- Clear and readable
- Accepted file formats: JPG, JPEG, PDF, TIF or TIFF
- No encrypted or password-protected files
- If your documents are in a foreign language, upload a full English translation and the translator's certification with each original document.
- Upload no more than five documents at a time
- Accepted file name characters: English letters, numbers, spaces, periods, hyphens, underscores, and parentheses
- Maximum size: 6MB per file

Choose or drop files here to upload

17. Only for students applying for STEM extension. Upload Institution Accreditation if this STEM OPT application is based on a *previously* earned STEM degree. If you're creating the draft to submit for review you can skip this for now.

Institution Accreditation

Upload evidence that the institution that granted your STEM degree is currently accredited by the U.S. Department of Education and certified by the Student Exchange and Visitor Program (SEVP), if this STEM OPT extension is based on a previously earned STEM degree.

File requirements

- Clear and readable
- Accepted file formats: JPG, JPEG, PDF, TIF or TIFF
- No encrypted or password-protected files
- If your documents are in a foreign language, upload a full English translation and the translator's certification with each original document.
- Upload no more than five documents at a time
- Accepted file name characters: English letters, numbers, spaces, periods, hyphens, underscores, and parentheses
- Maximum size: 6MB per file

Choose or drop files here to upload

18. Enter any additional information you deem necessary. This section is optional.

- Getting Started ▼
- About You ▼
- Evidence ▼
- Additional Information ▲**
 - Additional information**
- Review and Submit ▼

Additional Information

If you need to provide any additional information for any of your answers to the questions in this form, enter it into the space below. You should include the questions that you are referencing.

If you do not need to provide any additional information, you may leave this section blank.

[+ Add a response](#)

[Back](#)

[Next](#)

19. You can review your form under the "Review and Submit" tab before paying the I-765 fee and submitting your request.