



Office of International Enrollment
MUSKINGUM UNIVERSITY
 163 Stormont Street
 New Concord, OH 43762

To the Academic Advisor:

_____ (student) wishes to apply for authorization for a period of Optional Practical Training () *pre-completion* of studies, or () *post-completion* of studies, as authorized under the Code of Federal Regulations at 8 CFR §214.2(f)(10). He or she needs your assistance in order to complete the paperwork to request this benefit from US Citizenship and Immigration Services. Please read the citations below, and complete the bottom of the form. The form may then be sent directly to the Office of International Enrollment or given to the student to submit with the rest of his/her documentation.

8 C.F.R. § 214.2(f)(10) Practical training.

Practical training may be authorized to an F1 student who has been lawfully enrolled on a full time basis, in a Service approved college, university, conservatory, or seminary for one full academic year [...]. [An eligible student may request employment authorization for practical training in a position that is directly related to his or her major area of study. ...

8 C.F.R. § 214.2(f)(10)(ii) Optional practical training

(A) General. A student may apply to the Service for authorization for temporary employment for optional practical training *directly related to the student's major area of study.* The student may not begin optional practical training until the date indicated on his or her employment authorization document, Form I-766 or Form 688B. A student may submit an application for authorization to engage in optional practical training up to 90 days prior to being enrolled for one full academic year, provided that the period of employment will not begin until after the completion of the full academic year as indicated by the DS0. A student may be granted authorization to engage in temporary employment for optional practical training: (Paragraph (f)(10)(ii)(A) revised effective 1/1/03; 67 FR 76256

- (1) During the student's annual vacation and at other times when school is not in session, if the student is currently enrolled, and is eligible for registration and intends to register for the next term or session;
- (2) While school is in session, provided that practical training does not exceed 20 hours a week while school is in session; or
- (3) After completion of the course of study, or, for a student in a bachelor's, master's, or doctoral degree program, *after completion of all course requirements for the degree* (excluding thesis or equivalent). Continued enrollment, for the school's administrative purposes, after all requirements for the degree have been met does not preclude eligibility for optional practical training. However, *optional practical training must be requested prior to the completion of all course requirements for the degree* or prior to the completion of the course of study. A student must complete all practical training within a 14-month period following the completion of study.

I wish to recommend the above student for OPT in the student's field of study, _____ before / after (circle one) completion of studies. As the academic advisor of the above named student, I believe the student would benefit by a period of practical training for the following reason(s):

According to my assessment, the student should complete his/her degree program requirements by the end of _____ (academic term, year).

 Faculty Advisor Signature

 Date

 Faculty Advisor Name (print)

 Department