

## POST-OPT Application Packet Mailing Checklist

This Checklist is for your reference ONLY. Please make sure to review Part II Post-Optional Practical Training (Post-OPT) video before submitting your application to USCIS to complete your POST-OPT packet.

### **Please include the following items in your POST-OPT application packet:**

- Filing Fee for form I-765 is \$410**  
Payments should be made by check or money order payable to "U.S. Department of Homeland Security" or by credit card using form G-1450 <http://www.uscis.gov/G-1450>. Place your payment ON TOP of your application.
- 2 U.S. Passport-Style photographs in small envelope**  
Please write your name and A-Number (if any) on back edge of each photo lightly in felt pen or pencil
- Completed form G-1145**
- Completed Form I-765**
- Photocopy of your POST-OPT I-20**  
(You will need to make a copy of your POST-OPT I-20) DO NOT MAIL THE ORIGINAL.
- Photocopy of your Electronic I-94**
- Photocopy of your Passport Identification Page(s)**  
Should include your Name, Photograph, Date of Birth, Passport Expiration and/or Renewal dates. (No additional pages required.)

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Copies of all previously issued I-20s including OPT and CPT I-20s:

- Photocopy of all previously issued I-20s with a different SEVIS number if any.**
- Photocopy of all previously issued I-20s if you had CPT/OPT authorized previously if any.**  
(CPT authorization appears on Page 3 of your SEVIS I-20 from CSUN or previous school.)
- Photocopy of any previously issued I-20 for EAD (Employment Authorization Document).**  
Examples: OPT I-20 for past degrees, Special Student Relief EAD, Economic Hardship EAD.
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### **IMPORTANT REMINDER:**

USCIS must receive the OPT application preferably 90 days prior to the student's program completion date but no later than 60 days after the program completion date. In addition, the OPT application must be received by USCIS within 30 days of the date on which the Foreign Student Advisor issued the OPT I-20.

*\*IESC does not require ANY fees for the services it provides to international students. No fees, under any circumstances, shall be submitted to IESC.*

### **\*Mailing Instructions**

If mailing documents from U.S. Post Office, please use Certified Mail Return Receipt and mail to:

USCIS  
PO Box 805373  
Chicago, IL 60680

If mailing documents by Express Mail or Courier Service, please mail to:

USCIS  
Attn: I-765 C03  
131 South Dearborn - 3rd Floor  
Chicago, IL 60603-5517

If you live **outside of California**, you may need to mail your OPT application to a different USCIS Lockbox Facility (different address than the one above). Please refer to the I-765 application instructions at [www.uscis.gov](http://www.uscis.gov).