

While you are on the 17-month OPT Extension you are still considered an EMU F1 student!!!

- * You must submit a **copy of your new EAD** card to OIS upon its receipt
- * You **cannot begin work** until you have your new EAD card in-hand
- * **Name, Address, or Employer Changes** - You must **report all name, US address, and employer name/address changes** to OIS within 10 days. Your address must describe where you live; it cannot be a PO Box or an office address. Failure to keep this information current can jeopardize your immigration status!
- * **Periods of Unemployment** - You must **report to OIS** all periods of unemployment. Failure to report can jeopardize your immigration status. You **cannot** have more than a **total of 120 days of unemployment**, including those while on your initial OPT period. During your **job search** you need to keep an accurate record of your efforts to find employment (company contacted, date, phone number, name of contact person etc.)
- * **Validation Reporting** - Students must submit a validation report to the EMU OIS **every six months** to confirm name and address, employer name and address, and continuation of employment. The report is due within 10 days of the six-month reporting date.
- * **Taxes** - Generally, if you've been in the United States less than 5 years, while on OPT you should be exempt from Social Security Tax & Medicare Tax (FICA) (See Internal Revenue Service Publication 519, "US Tax Guide for Aliens"). However, your earnings are subject to applicable federal, state & local taxes unless your country has a tax treaty with the USA exempting you from payment. Tax returns must be filed on or before April 15th each year, for the previous calendar year.
- * **Health Insurance** - It is very important that you have health insurance while in the USA. If it is not provided by your employer, you may be eligible to continue your student policy; contact the Snow Health Center for more information. For your own financial wellbeing - BE INSURED at all times!!!
- * **Travel while on OPT** - Before you travel, remember to:
 - Make sure your **passport** is valid at least 6 months into the future
 - Make sure your **I-20** has been signed for travel within the past 6 months. If you need a new travel signature, bring or send your I-20 to OIS with a copy of your EAD card
 - Make sure your **visa stamp** is valid. If your visa is expired, you may need to renew it while overseas. If this is the case, please speak to an OIS advisor **before** traveling.
 - If you have an expired visa stamp & plan a **short trip to Canada, Mexico, or adjacent islands**, you may be qualified for Automatic Revalidation. Please contact an OIS advisor before traveling!
 - **Carry your EAD card and proof of employment** for the EAD time period with you. Proof of employment can include a letter from your employer and recent pay stubs.
 - **Dependent Travel** - Since OPT is not noted on dependent I-20's, an F2 dependent must carry copies of the F1 student's I-20 with OPT recommendation, EAD card & job offer letter in addition to their own F2 I-20 when traveling.
- * **Change of Status** - If you change your immigration status during OPT, you are required to send us a copy of the approval document (i.e. H-1B). We recommend you begin this process before your OPT is expired.
- * Your **OPT will automatically terminate** if a you transfer to another school or begin to study at another educational level. Please **contact OIS** if you plan to apply for another degree program or transfer to another school.
- * Remember to **depart the USA** within the 60 day grace period that follows your last day of OPT. If you are subject to **NSEERS special registration**, please make sure to use official ports of departure and to complete the exit interview. You may also transfer schools or begin another program of study. Please let us know what you're going to do!