

Boston College Office of International Students and Scholars
PRE-completion Application for F-1 Optional Practical Training

Part I. To be completed by the STUDENT:

Family name: _____ First name: _____

Email: _____ Phone: _____

1. I am requesting a recommendation from OISS for PRE-Completion OPT as follows:

- Part-time (Less than 20 hrs per week, INCLUDING any on-campus work)
- Full-time (ONLY during vacation periods or those in doctoral continuation)

2. Beginning date: _____ **End Date:** _____

Be VERY careful choosing your dates! Once submitted, dates CANNOT be changed!

3. Description of proposed employment: (very general job description, not company specific)

4. Please also complete the following if you have received PRIOR OFF-campus work authorization:

OPT or CPT: _____ **Dates:** _____ **to** _____ **Full or part-time:** _____ **Degree level:** _____

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5. Do you plan to work ON-campus (including assistantships) while using your OPT? _____

* For Part time OPT: You cannot exceed a TOTAL of 20 hours of work per-week, including on campus work.

I understand that I once I receive my OPT I-20 from the OISS, I am responsible for mailing the application to the immigration service. I also understand that my employment must be directly related to my field of study.

6. Student's signature: _____ **Date:** _____

Part II. To be completed by the Dean's office, Department Chair or Academic Advisor:

The above student is applying for Optional Practical Training through the U.S. Citizenship and Immigration Services. If granted, this student will be authorized for employment directly related to his/her degree. Please confirm the following:

The student is considered to be full-time, in good academic standing and is expected to complete ALL degree requirements, including thesis/dissertation by: _____*

**Please note: This is the date that they complete their degree requirements, NOT the day of graduation. The completion date for Ph.D students will be the day that they submit their defense and complete all revisions.*

The proposed work will not interfere with normal progress towards the degree.

For Ph.D students: The student has completed all coursework and is working on their dissertation.

I recommend the student for Optional Practical Training in his/her field of study.

Name: _____ Title: _____

Signature: _____