



Miami: International Student Office/PDSO | Email: international-students@albizu.edu | Phone: (+1) 305-593-1223, ext. 3244

OPT Employment Form

STUDENT INSTRUCTIONS: International students holding F-1 visas are allowed to participate in Optional Practical Training (OPT), a form of training, often paid, that directly relates to the academic program of study. You can apply for OPT while in your academic program, which is called pre-completion OPT, or after you finish your studies, which is called post-completion OPT. After you have determined your eligibility for OPT in consultation with your PDSO/DSO, you will need to apply for a position that meets the OPT requirements. When you have secured an appropriate position, complete this form and return it to the International Student Office.

A. Student Information		
Surname/Family Name(s)		Given/First Name(s)
Albizu University Student ID #	Email Address	Phone Number

B. Employer Information		
Company/Organization Name		Company/Organization EIN
Street Address		
City	State	Zip Code
Supervisor Name		
Supervisor Email Address		Supervisor Phone Number

C. Position Information		
Job Title		<input type="checkbox"/> Pre-Completion OPT <input type="checkbox"/> Post-Completion OPT
Start Date (mm/dd/yyyy)	End Date (mm/dd/yyyy)	<input type="checkbox"/> Full Time (more than 20 hours per week) <input type="checkbox"/> Part Time (20 or fewer hours per week)
Explain how the employment is related to your course of study (maximum 1000 characters). Please use back of form if necessary.		