

Optional Practical Training

Ph: 512-245-7966, Email: international@txstate.edu
www.international.txstate.edu



OPT Completion of Degree Form

To Be Completed by the Student

Please fill out this section and take this form to your department to complete the next section. This form must be signed by your academic or faculty advisor.

Name: _____ Student ID#: _____
Family/Last *Given/First*

Student Signature: _____ Date: _____

To Be Completed by an Academic or Faculty Advisor **(NOT a DSO at ISSS)**

F-1 international students may qualify for Optional Practical Training (OPT), which is temporary work authorization for up to one year allowing the student to gain practical experience in their field of study. The above-mentioned student is applying for OPT. In order for ISSS to be able to recommend this student for this training, we need to know his/her expected date of completion. If you have any questions, please call 512-245-7966 and ask to speak with an international student advisor.

Please choose the category below that reflects this student's situation regarding the completion of their degree requirements. Then please sign below and return the form to the student.

- Category 1:** This student is currently enrolled in classes and expected to complete all degree requirements in the following semester: **Spring** **Summer** **Fall** **Year:** _____
- Category 2:** A graduate student with only thesis / dissertation / comprehensive exams remaining may apply for OPT if the student has completed, or will complete, all other degree requirements excluding the thesis / dissertation / comprehensive exams. The student's required coursework was completed, or will be completed, in the following semester: **Spring** **Summer** **Fall** **Year:** _____
- Category 3:** This student has graduated from Texas State University in the following semester:
 Spring **Summer** **Fall** **Year:** _____
- Special Situation:** If you have completed your thesis of dissertation but missed the initial deadline for submission of your thesis to Alkek Library and your graduation has been postponed to the following semester, you may still be able to begin your OPT prior to your graduation. To do so, **you must obtain a "Letter of Completion" from the Graduate College to certify that all requirements for your degree have been completed.** (E-mail gradcollege@txstate.edu).

Comments: _____

Advisor's Signature: _____ Phone Number: _____ Date: _____

Printed Name: _____ Title: _____ Email: _____

This form must be completed in its entirety otherwise the OPT request will not be processed.