West Chester University

OPT Packet Submission Check List

<u>The form is to assist you in assembling the documents required to file for OPT. Only upload those documents highlighted in D2L for DSO review.</u>

Name_____

WCU ID#_____

_____ <mark>OPT REQUEST FORM</mark>

_____ FORM G-1145 – To obtain OPT case number visa email/phone

_____ 2 Passport Photos (print your I-94 number in pencil on back of each photo)

_____ <mark>FORM I-765 (Please use fillable .pdf form)</mark>

_____ <mark>Copy of Visa</mark>

_____ <mark>Copy of valid Passport</mark>

_____ <mark>Copy of I-94</mark>

_____ Copies of all I-20s issued

_____ <mark>Copy of previous EAD card (if applicable)</mark>

_____ Check or Money Order payable to <u>U.S. Department of Homeland Security</u>

Student Signature_____