

## OPT Reporting Form

The Student and Exchange Visitor Program (SEVP) requires the Office of International Students to obtain and report information on F-1 Status Students who are participating in Optional Practical Training.

Please complete all parts of this form and return it to the Office of International Students in person or as an e-mail attachment to [intstu@gc.cuny.edu](mailto:intstu@gc.cuny.edu). Please note this is a fillable PDF form.

By completing this form, you are authorizing the Office of International Students to update your SEVIS record with the information herein.

Do not use the Preview application/program to complete this form.

### Personal Information

SEVIS Number:

Surname:

Given Name:

Street Number and Name:

Apartment No.:

City:

State:

Zip Code:

Current Email Address:

Current Telephone Number:

### Type of OPT Reporting

- New OPT Employment  
 Report Termination of Employment

Name of Employer:

Date Employment Ended:

- Report Change of Address

### OPT Employment Information

Date Current Employment Began:

Job Title:

Name of Employer:

Address of Employer:

City:

State:

Zip Code:

Employer's EIN Number:

Hours Per Week:

Supervisor Surname:

Supervisor Given Name:

Supervisor Email:

Supervisor Telephone No.:

Please describe how this job is related to your field of study:

Signature:

Date: