

Next STEPS:

- 1) Make a copy of the new OPT I-20 and send the copy with the application, NOT the original.
- 2) Make a copy for yourself of all documents.
- 3) Send the following documents to one of the two addresses listed below. Keep the Wheaton College Certification for Post Completion Practical Training. DO NOT SEND THIS.
 - New OPT I-20 (photocopy, not the original)
 - Original I-765
 - G-1145 e-Notification of Application/Petition Acceptance
 - Copy of passport
 - Copy of visa
 - I-94
 - Two photographs with name and I-94 written in pencil on the back
 - Check or money order for \$410.00 made out to “U.S. Department of Homeland Security”
or Form G-1450 Authorization for Credit Card Transactions
 - Previous EAD cards (if applicable)
- 4) Mail all of the documents WITHIN 30 days of DSO signing new I-20 to:

Via US Postal Service (USPS):

USCIS
PO Box 805373
Chicago, IL 60680

OR

Via Express Mail/Courier Service Deliveries:

USCIS
Attn: I-765 C03
131 South Dearborn – 3rd Floor
Chicago, IL 60603-5517

Failure to submit the application before the deadline will result in LOSS OF OPT. It is recommended that you speak to your International Student Advisor if you plan to travel outside the US while your application for OPT is pending.

Please submit a photocopy of your Employment Authorization Document (OPT Card) to your International Student Advisor once you have received it from USCIS.