



STUDENT INFORMATION

LAST/FAMILY NAME, capitalized

First/Given Name

E-mail Address

Telephone Number

Academic Degree Level

Academic Department

Date expected to complete or completion date of all coursework

Date expected to complete all degree requirements

I have received Curricular Practical Training (CPT):

Yes

No

CPT Start Date

CPT End Date

I request my OPT employment be

Part-Time

Full-Time

I request my OPT employment begin and end on the following dates

OPT Start Date

OPT End Date

I certify that I understand that OPT must be related to my field of study and I will notify ISSS of my employers name, address, employment dates, and any changes to my employment via the ISSS online form, <http://www.vanderbilt.edu/iss/OPTEmployerInfo.html>.

STUDENT Signature: _____

Date: _____

TO THE ACADEMIC ADVISOR

To be completed and signed by the Academic Advisor, Department Chair, or Dean.

Optional Practical Training (OPT) is an employment option available to F-1 students when the employment is directly related to the major area of study. ISSS facilitates the OPT application process, but final authorization is processed by Immigration.

The student named above:

- is/was in good academic standing at Vanderbilt University
- is/was enrolled in a full course of study
- is making reasonable progress toward academic program completion or has already completed their degree
- has departmental approval to engage in OPT that is

Yes

No

Yes

No

Yes

No

Part-Time

Full-Time

ADVISOR Signature: _____

Date: _____

ADVISOR Name & Title: _____