



HCC Student ID: _____

SEVIS ID #N000: _____

Date: _____

Optional Practical Training (OPT) Employment Information

F-1 international student who are granted an **Employment Authorization Card (EAC)** from the U.S Department of Homeland Security (DHS) to participate in Optional Practical Training (OPT) are required to provide employment information within 90 days of the start date on the EAC. DHS regulations mandate that F-1 students who have secured OPT to immediately notify their school with information about their employer and their employment activities.

Please complete the information below and submit it to OISS along with a copy of the EAC (*work card*). **You can bring this form to the office in person or scan and email the documents to your DSO.** (Get your DSO email address at hccs.edu/f1advisors)

Student Information

Family (Last) Name First Name Middle

US Mailing Address (no PO Box #) City, State, Zip Code

US Phone Number Email Address

Information about the Employment Authorization Card

EAC valid from: ____/____/____ Card expires: ____/____/____

Employer Information New/Initial Employer Change/Update Not Employed

Employer Company Name

Name of Employer/Supervisor Employer Address, City, State, Zip Code

Supervisor Phone Student Job Title Start Date ____/____/____

Full-Time Employment (*more than 20 hours/week*) Part-Time Employment (*20 or less hours/week*)

Describe how this employment is related to your course of study/ major?

