



# How To Submit the OPT Other Report in MyiSCU

Select the OPT Reporting eForm under the F-1 Practical Training Menu

A screenshot of the MyiSCU interface showing the 'F-1 Practical Training' menu. On the left, a vertical navigation bar contains 'Home', 'F-1 Practical Training', 'F-1 Student Services', and 'View My Information'. The 'F-1 Practical Training' item is highlighted with a yellow box and a blue arrow points to it from the left. The main content area is titled 'F-1 Practical Training' and contains a 'Tasks' section with a green header. Below the header are several task cards: 'Cap Gap I-20 Request', 'OPT Reporting', 'OPT Update Contact Information', 'SEVP Portal Reset Request', 'STEM OPT Reporting', 'View my OPT Information', and 'STEM OPT Extension Request'. The 'OPT Reporting' card is highlighted with a yellow border and a blue arrow points to it from the right.



Click on OPT Reporting to access the eForm.



# OPT Reporting

Use this form to report one of the following:

- OPT approval (without employment)
- OPT approval (with employment)
- Change in OPT company
- A period of unemployment
- Other

More information about OPT reporting obligations is available on our [OPT website](#).

## E-Forms

**REQUIRED OPT Reporting**

You will first need to confirm your contact information is correct. If it's not, you will need to update it.

# OPT Reporting

**MAIN PAGE FOR E-FORM GROUP**

(\* Information Required)

### Verify your Personal Contact information

SEVIS ID on File <input type="text"/>	US Address Line 1 <input type="text"/>
Email address on file <input type="text"/>	US Address Line 2 <input type="text"/>
Select OPT Approval Period* 12/15/2024 - 12/14/2025      12/15/2024 - 12/14/2025 <input type="radio"/> Requested Post-Completion <input type="radio"/> Requested Post-Completion	US Address City <input type="text"/>
Is your email address for SEVP portal purposes correct?*	US Address State <input type="text"/>
<input type="radio"/> Yes <input type="radio"/> No	US Address Zip Code <input type="text"/>
US Phone Number on file <input type="text"/>	Is your current US Address on file correct?*
Is your Phone Number correct?*	<input type="radio"/> Yes <input type="radio"/> No
<input type="radio"/> Yes <input type="radio"/> No	



Select Other, provide the necessary information and click Submit.

You can report one of the following:

- OPT approval (without employment),
- OPT approval (with employment),
- Change in OPT company,
- A period of unemployment,
- Other

What kind of change or update are you reporting?\*

Other

### Other

Please provide any details about your OPT employment. Please do not submit questions here, email [iss@scu.edu](mailto:iss@scu.edu) for questions. Updates to your address should be submitted through the OPT Update Contact Information eForm.

Additional Comments\*

Would you like an updated I-20 issued? We will email you when the I-20 is available for download from the MyiSCU portal.\*

- Yes  No

Save Draft

Submit



If you would like an updated I-20 select Yes and click Submit.



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