



REQUIRED OPT EMPLOYMENT INFORMATION

F-1 students on OPT are required to keep the Office of International Students (OIS) informed of their employment and contact information. Please complete this form and email it to cchen@holycross.edu.

USCIS requires you to report to OIS all changes in your employment and/or contact information within 10 days.

Fields marked with an asterisk are required for initial employment (*)

Explain how the position draws directly upon skills or course content directly related to your major(s).

Employer Information

Employer Name: * _____

Employer EIN: **Highly Recommended** _____

Job Title: _____

Start Date * _____ End Date _____

Full Time / Part Time *

Full Time: more than 20 hours/week

Part Time: 20 or less hours/week

Employer Address: * _____

Supervisor Information

Name: * _____

Phone Number: * _____

Email Address: * _____

Student Contact Information

Name: * _____

Mailing Address: * _____

Phone Number: * _____

Email Address: * _____

To be used for official communication