

Office of
International Education

OPT/STEM OPT/SEVIS REPORTING/VALIDATION FORM

Please Return To OIE
Office of International Education
Marquette University
Holthusen Hall, 4th floor
P.O. Box 1881
Milwaukee, WI 53201
michael.groen@marquette.edu

Students with standard post-completion OPT or STEM OPT are required to report changes to the personal and employment information listed below within 10 days of the change. Reporting via the SEVIS Portal is encouraged for purposes of speed and accuracy, but can also be done via OIE. Significant (STEM OPT students reporting employment changes should review the STEM OPT reporting requirements as they may be required to submit additional documents like an updated passport.)

I. Name (Last/Family, First): _____ SEVIS ID #: _____

II. Please indicate your type of OPT authorization: OPT STEM OPT

*STEM OPT students submitting an every 6-month validation report:

You must submit this report with the following information even if there has been no change:

Employer name and address Date(s) you began work for your current employer Legal name (in passport) U.S. residence address

If submitting this report with no change to this information, you must check the box here to confirm

Phone: _____

Explain how your job is related to your major field of study at Marquette: _____

Employee Information: Name: _____
Address: _____
(Street, City, State, Zip)

Student Signature: _____ Date: _____

For OIE use only : Date of SEVIS Update: _____ DSO Initials: _____