

Purpose:

As per 8 C.F.R. 214.2 (f)(10)(ii)(C) (4) an employer of an F-1 student approved for a 17-month extension of Optional Practical Training must agree to report the termination or departure of an OPT employee to the DSO at the student's school if the termination or departure is prior to the end of the authorized period of OPT

Reporting Requirement:

To report this information to the International Office at Northwestern University, e-mail intoff@northwestern.edu with a subject line "OPT Student Termination/Departure."

Provide the following information:

- Business/Employer Name and Address
- Your name, address, phone number, and E-mail address
- OPT employee's full name and date of birth
- Date of termination or departure

By signing below, you certify that you or your business/employer will comply with this reporting requirement and that you have made a copy of this for your reference. Return the original signed form to the student. The student is required to submit this form to The International Office at Northwestern University in order to be eligible to apply for the 17-month extension.

Business/Employer Name

Name of person completing form (Please Print)

Title

Signature

Date