

**GRADUATE STUDENT FINAL SEMESTER VERIFICATION
FOR OPTIONAL PRACTICAL TRAINING (OPT) PURPOSES ONLY**

According to immigration regulations, international students must be enrolled full-time during each Fall and Spring semester. The International Students and Scholars (ISS) office is required to report the enrollment status of all international students in the Student & Exchange Visitor Information System (SEVIS). At Oklahoma State University, full-time enrollment status for graduate students is defined as 9 semester hours for students with no assistantship or with an assistantship less than 0.50 FTE (20 hours per week), or 6 semester hours for students with an 0.50 FTE. However, in the *final semester* of study, students may be permitted to enroll in a course of study that is less than full-time (but is still subject to any requirements of their graduate assistantship). Hence, it is essential to verify that an international student desiring to be enrolled less than full-time **is indeed entering their final semester**.

Graduate students entering what they intend to be their final semester must verify with the academic advisor, that it is for certain their final semester and can qualify to apply for OPT. This verification form must be completed with the required signatures and submitted to OPT I-20 request on ISS Terra Dotta portal.

If the graduate student is under-enrolled for the final semester and fails to complete the degree, the student will be considered out of status with immigration and could forfeit their OPT. It is necessary that the graduate students and their academic advisors agree that the student can complete the requirements for the degree during the specified final semester.

As stated above, this verification form is a prerequisite to an application for Optional Practical Training (OPT). This form must be submitted to ISS as confirmation that the student is expected to complete the degree at the time of the OPT application.

*Please be advised that graduate certificate programs do not qualify for OPT.

To be completed by student:

Family Name: _____ First Name: _____

Banner ID: _____ Phone: _____ Email: _____

Department: _____ Academic Advisor: _____

Final Semester (e.g. Spring 2025): _____ Hours Enrolled: _____

Do you hold a graduate assistantship for the above semester? (YES / NO)

Employment of Graduate Assistantship (if applicable): (less than 0.5 FTE / 0.5 FTE)

I intend to graduate this semester.

Student's Signature: _____ Date: _____

Concurrence:

1. FOR ACADEMIC DEPARTMENT TO COMPLETE:

Student's Degree Program: (Masters or Doctoral) Degree in _____

Please check the appropriate box.

☐ **Masters (non-thesis)** student – The student has updated the plan of study and will have completed all applicable coursework and graduation application by the end of the semester indicated.

☐ **Masters (thesis) or Doctoral** student – The student will meet all deadlines for final semester submissions, has updated the plan of study and will have completed all applicable coursework and graduation application by the end of the semester indicated. The student's thesis/dissertation defense is planned for_____.
(Date)

(Academic Advisor Name)

(Signature)

(Date)

2. FOR GRADUATE COLLEGE TO COMPLETE:

The Graduate College confirms that the information above from the academic advisor is correct.

(Graduate College Representative Name)

(Signature)

(Date)

Students need to email this form to grad-academici@okstate.edu.

Students who fail to complete the graduation requirements specified in this verification may jeopardize their immigration status and forfeit future immigration benefits such as Optional Practical Training. Contact the ISS office for any additional immigration related questions.