Immigration Updates & Employment Authorization for International Students
Presenter

Erin Skelly
Berkeley International Office
Lead Advisor for Regulatory Practice
Agenda

1. Intended Outcomes
2. Immigration Updates
3. International Students at Berkeley
4. Overview of degree-related employment options: CPT, OPT, AT
5. Advising Scenarios
Outcomes

- Spring 2019 Current Immigration Updates & Trends
- Learn about the most common types of off-campus employment authorization.
- Understand the campus advisor’s role in recommending these benefits.
- Understand BIO’s role in recommending and authorizing students’ employment.
Immigration Updates
Form I-539- Change of Status revision
  - Fingerprinting & fees, form update
  - See NAFSA I-539 Update page

H-1B Final Rule
  - New method of how USCIS counts H-1B petitions towards the cap
  - In effect from April 1, 2019
  - New registration system starting 2021
  - Change will "likely increase the number of beneficiaries with a master's or higher degree from a U.S. institution of higher education to be selected for further processing under the H-1B allocations."
  - 65,000 H1-Bs, 20,000 reserved for higher degrees.
  - See NAFSA H-1B Final Rule page

H-1B 2019 season begins April 1
  - Premium processing begins May 20

Travel Issues
  - Electronic device searches, social media & App review
  - https://internationaloffice.berkeley.edu/entry-us-travel-and-re-entry

Reminder- Drug/Alcohol violations are very serious! Cannabis is federally illegal!
Current Reminders

- OPT & CPT Season has begun!
- Wait times at BIO have increased, and numbers have doubled since Sp 2018
- GSAOs- please be sure to send your PhDs possibly completing in Summer to BIO first!
- Undergrad Advisors- make sure students completing have checked with BIO about options
International Students
At UC Berkeley
International Student Numbers (Fall 2018)

International Student populations (approx. 6500 total)

- Undergrad: 55%
- Graduate: 41%
- EAP: 4%

Total international student populations: 6500
Current F vs. J Breakdown

F vs J-1

- F-1: 6127
- J-1: 442
OPT, STEM & AT numbers

- Total OPT, STEM OPT, and AT (Fall 18): 2,241
- F-1 Students starting OPT after Spring 2018: 920
- F-1 Students on Summer 2018 CPT: 667
- J-1 Students starting AT after Spring 2018: 48
Who does BIO serve?

- **F-1 and J-1 students (& dependents)**
- **J-1 scholars (& dependents)**

*BIO cannot advise on, or authorize employment for, UCBX students, Fulbrighters, other visa categories (e.g., E-2, H-4), DACA students.*

*BIO may be able to provide advising on culture/adjustment issues or change of status.*
On-campus employment

- F-1 students on UC Berkeley I-20s are automatically authorized to work on campus until their I-20 end date.
- J-1 students need written authorization from BIO. Must be renewed EVERY YEAR.
- Both are limited to 20 hours/week during the academic year.

_F-1/J-1 students sponsored by a different organization (e.g., UCBX, Fulbright, another school) must check with their program sponsor for any type of employment authorization (on- or off-campus)_

[https://internationaloffice.berkeley.edu/students/employment/oncampus](https://internationaloffice.berkeley.edu/students/employment/oncampus)
On-campus employment: J-1 students

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**J-1 On-Campus Employment/Fellowship Authorization**

This form is used by J-1 students to request on-campus employment or fellowship/scholarship authorization. Authorization may be granted for a maximum of one year at time.

- To request On-Campus Employment Authorization, please complete PART I.
- For Fellowship Payment Authorization, please complete PART II.

**Student Information**

<table>
<thead>
<tr>
<th>Family/Last Name</th>
<th>Given/First Name</th>
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<table>
<thead>
<tr>
<th>Date of Birth</th>
<th>Student ID</th>
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<tr>
<th>Expected Semester of Graduation</th>
<th>Fall</th>
<th>Spring</th>
<th>Summer</th>
<th>Year: 20</th>
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</table>

**PART I: On-Campus Employment Authorization**

- Type of Employment: [ ] Full/Part-time [ ] Student Worker [ ] Other (please list) [ ]

<table>
<thead>
<tr>
<th>Name of Employer/Dept.</th>
<th>Supervisor's Name</th>
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<thead>
<tr>
<th>Employer/Dept. Address</th>
<th>Supervisor's Email</th>
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<tr>
<th>Supervisor’s Signature</th>
<th>Date</th>
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**Requested Employment Dates (MM/DD/YY)**

<table>
<thead>
<tr>
<th></th>
<th>To be completed by Berkeley International Office ONLY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall</td>
<td>Dates Approved [ ] Other Dates [ ]</td>
</tr>
<tr>
<td>Winter</td>
<td>Dates Approved [ ] Other Dates [ ]</td>
</tr>
<tr>
<td>Spring</td>
<td>Dates Approved [ ] Other Dates [ ]</td>
</tr>
<tr>
<td>Summer</td>
<td>Dates Approved [ ] Other Dates [ ]</td>
</tr>
</tbody>
</table>

**PART II: Fellowship Payment Authorization**

(to be completed by Department, GSAO, PI or Program Advisor)

<table>
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<tr>
<th>Name of Department</th>
<th>Department Officer’s Name</th>
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<th>Department Officer’s Email</th>
<th>Department Officer’s Phone</th>
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<th>Date</th>
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</table>

**Fellowship Period**

- [ ] Fall 20
- [ ] Winter Break 20
- [ ] Spring 20
- [ ] Summer 20

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**BIO Advisor’s Signature**

<table>
<thead>
<tr>
<th>Title</th>
<th>Date</th>
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**Berkeley International Office**

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<thead>
<tr>
<th>[Image]</th>
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</table>
Off-campus employment types

F-1 students
- Severe Economic Hardship
- Employment with International Organization
- Curricular Practical Training (CPT)
- Optional Practical Training (OPT)
- 24-Month OPT STEM Extension
- OPT H-1B “Cap Gap Extension”

J-1 students
- Academic Training
- Employment for urgent, unforeseen circumstances
Eligibility

Authorization to gain off-campus work experience related to field of study

- F-1 students: may be eligible to apply after one academic year
- J-1 students: may be eligible to apply after one semester
- Work must be DIRECTLY related to current UC Berkeley major field of study
F-1 Curricular Practical Training (CPT)
Yao, an F-1 second year PhD EECS student from China, gets a job offer from Apple to do consulting on a new product they plan to release next year. Thrilled, he runs to your office for advice, telling you that this is his dream job.

- Do you think this is possible?
- What’s the first thing you do?
What is F-1 CPT?

How does this relate to Yao?

- Authorization for eligible F-1 students to gain practical experience in their field of study during degree program
- The training must be “an integral part of an established curriculum”*

  - **Degree requirement**: graduation requirement for all students in the degree program
  
  - **Course credit**: elective internship or independent study within a degree program
    
    - Course enrollment must be concurrent with employment and at appropriate level of study
    
    - Granted on a semester-only basis

- *We expect increased DHS scrutiny of student employment, excessive CPT usage.*

- [https://internationaloffice.berkeley.edu/students/employment/cpt](https://internationaloffice.berkeley.edu/students/employment/cpt)
Part-time or Full-time?

- **Fall and Spring**
  - Part-time (20 hours maximum/week)
  - Exception: Graduate students who have advanced to candidacy
  - No Winter break-only CPT. May have extension of Fall or early start of Spring

- **Summer**
  - Full-time* or part-time (part-time only if it is the student’s first or final semester)
  - Dates: May begin day after Spring semester ends until day before Fall classes begin. Students graduating in Summer must end by end of Summer term.

- **Final Term**
  - Part-time only (no exceptions), includes Summer!
1. Yao receives an offer letter.

2. Yao works with his department to enroll in course & get CPT request form completed.

How does the process work in your department?
Curricular Practical Training (CPT) Request Form

See eligibility criteria here: https://internationaloffice.berkeley.edu/students/employment/cpt

*All fields on this form are required. Please note that authorization will NOT be granted for work that has started before submitting this form. This form is also available at http://internationaloffice.berkeley.edu/students/request_forms.

1. Work with your academic advisor to complete Academic Adviser’s Recommendation sections of this form.
2. Enroll in the appropriate course in order to receive credit for CPT (required unless CPT is a degree requirement; see page 3).
3. Print your Cal Central enrollment confirmation and attach it to this form.
   Print the “My Academics” page which shows both your full-name and your enrollment. There are no printing facilities available for use at Berkeley International Office. Please print your enrollment confirmation before coming to our office.
4. Provide a copy of your CPT offer letter.
   Letter should be on letterhead including: Company name and address, student’s job title/job description, dates of employment, hours per week, salary (if paid) and supervisor name, title, email and phone.
5. Submit the CPT Request Form, proof of enrollment and offer letter to Berkeley International Office.
6. Pick up your new I-20 at Berkeley International Office 3 business days after submitting your complete CPT application.

Student Information

<table>
<thead>
<tr>
<th>Field</th>
<th>Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Family Name</td>
<td>Beat</td>
</tr>
<tr>
<td>First Name</td>
<td>Oski</td>
</tr>
<tr>
<td>Student ID Number</td>
<td>123456789</td>
</tr>
<tr>
<td>SEVIS ID Number</td>
<td>N001234567</td>
</tr>
<tr>
<td>Major/Department</td>
<td>Mechanical Engineering</td>
</tr>
<tr>
<td>Level of Study</td>
<td>Ph.D.</td>
</tr>
<tr>
<td>Telephone</td>
<td>555-123-4567</td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:oski@berkeley.edu">oski@berkeley.edu</a></td>
</tr>
</tbody>
</table>

CPT Employment Information

Confirm all information below with CPT Employer.

<table>
<thead>
<tr>
<th>Field</th>
<th>Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job Title</td>
<td>Mechanical Engineering Intern</td>
</tr>
<tr>
<td>Part-time (20 hours/week or less)</td>
<td></td>
</tr>
<tr>
<td>Full-time (more than 20 hours/week)</td>
<td></td>
</tr>
<tr>
<td>Requested Start Date*</td>
<td>1/01/2019</td>
</tr>
<tr>
<td>Requested End Date</td>
<td>5/25/2019</td>
</tr>
<tr>
<td>Company Name</td>
<td>Apple, Inc</td>
</tr>
<tr>
<td>Company Address</td>
<td>One Infinite Loop</td>
</tr>
<tr>
<td>City</td>
<td>Cupertino</td>
</tr>
<tr>
<td>State</td>
<td>CA</td>
</tr>
<tr>
<td>Zip code</td>
<td>95014</td>
</tr>
<tr>
<td>Is this your physical work location?</td>
<td>Yes</td>
</tr>
<tr>
<td>Physical Site of Activity Name</td>
<td></td>
</tr>
<tr>
<td>Physical Site of Activity Address</td>
<td></td>
</tr>
<tr>
<td>City</td>
<td></td>
</tr>
<tr>
<td>State</td>
<td></td>
</tr>
<tr>
<td>Zip code</td>
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</tr>
</tbody>
</table>

Academic Advisor’s Recommendation (Part 1)
CPT Form: Academic Dept. Recommendation

**Academic Advisor’s Recommendation (Part 1)**

To be completed by the Major/Department Adviser (Undergrads) or Faculty Adviser/Graduate Student Affairs Officer (Graduates)

<table>
<thead>
<tr>
<th>Advisor’s Name:</th>
<th>Iman A. D’Visor</th>
<th>Advisor’s Email:</th>
<th><a href="mailto:a.advisor@berkeley.edu">a.advisor@berkeley.edu</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Student’s Expected Program Completion Date:</td>
<td>Spring 2021</td>
<td>Did the student advance to Ph.D. candidacy?</td>
<td>Yes* No</td>
</tr>
<tr>
<td>Federal Regulations indicate that we may authorize CPT &quot;that is integral part of an established curriculum&quot;. At UC Berkeley, we define that integrality as being that the work experience is either 1) a degree requirement for all students in the degree program OR that 2) the student is enrolled in an internship course and receiving course credit for the work-based learning experience, which is an integral part of the student’s degree program.</td>
<td></td>
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</tr>
</tbody>
</table>

**Select ONE of the following to explain how this CPT experience is an integral part of the student’s curriculum:**

- This internship will fulfill a **degree requirement** that is listed on the Berkeley International Office website: [https://internationaloffice.berkeley.edu/students/employment/cpt](https://internationaloffice.berkeley.edu/students/employment/cpt)
- This CPT is not a degree requirement, and the student will be receiving **course credit** in the following course (course # required*): **ME299**

* If student will receive course credit, they are required to submit proof of the course enrollment
Academic Adviser's Recommendation (Part 2)

F-1 visa regulations state that an F-1 student may participate in a "curricular practical training program" that is "an integral part of an established curriculum" and "directly related to the student's major area of study."

Work with your academic advisor to complete this section. Questions 1 & 2 are required for ALL CPT applicants.

Undergrads = Major/Department Adviser; Graduates = Faculty Adviser/Graduate Student Affairs Officer

1. Describe the academic requirements of the CPT course enrollment or the degree requirement:

Oski will complete the following requirements for as part of the ME299 research units:
1) Complete testing for thesis data set on 3D modeling
2) Complete outline of Chapter 5 of dissertation
3) Analysis of testing using anonymized datasets from internship projects

2. Explain how this CPT experience directly relates to the student’s current major area of study:

Oski will be completing a PhD in Mechanical Engineering dissertation on 3D modeling. Specifically, the 3D mechanical design and tooling design assignments with Apple will allow Oski to gain experience and data using a number of design tools and techniques which will be described in his dissertation.
3. **If the student is a PhD Advanced to Candidacy**, please explain how the employment experience is necessary or integral to the completion of the thesis/dissertation. **If the PhD student is requesting full-time CPT in Fall/Spring**, explain why full-time employment is required.

PhD Students in ME gain theoretical knowledge of engineering/design through coursework/research. This experience provides Osksi a critical opportunity to run simulations in a real-world scenarios with hardware and technology unavailable at UC Berkeley. Real-world experience of design and implementation and access to large testing data sets is critical to the completion of Osksi’s dissertation.

4. **If the student is requesting CPT dates which begin or end outside the dates of the semester of CPT enrollment (examples: extension of Fall CPT, or early start to Spring CPT)**, please explain the academic reason that the practical training experience cannot be completed during the semester of enrollment, and why the additional time is needed.

As part of Osksi’s internship experience, he will be working on an analysis of a proprietary project with datasets within a finite date range, which will extend past the semester completion date. Osksi will not be able to complete the necessary 3D modeling analysis project before the end of the semester, and completion of the project is integral completion of Osksi’s dissertation.

☐ I confirm that I have reviewed and approve the Curricular Practical Training plan as described in this form.

Adviser’s Title: Iman A. D’Visor  
Department: Graduate Adviser  
Telephone: 510-123-4567
1. Yao submits completed CPT request form, employer letter and proof of course enrollment to BIO.

2. BIO authorizes (3 business days).

3. Yao receives I-20 from BIO authorizing CPT employment.
Authorization for CPT is printed on page 2 of Yao’s I-20 with the following details:

- Part-time or full-time work
- Authorized dates of employment
- Name and city of employer (full address details in SEVIS)

### Employment Authorizations

<table>
<thead>
<tr>
<th>SEVIS ID:</th>
<th>N00</th>
<th>NAME: (F-1)</th>
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<tbody>
<tr>
<td>TYPE</td>
<td>FULL/PART-TIME</td>
<td>STATUS</td>
</tr>
<tr>
<td>CPT</td>
<td>PART TIME</td>
<td>APPROVED</td>
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</table>

### Employer Information

<table>
<thead>
<tr>
<th>TYPE</th>
<th>AUTHORIZATION DATES</th>
</tr>
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<tbody>
<tr>
<td>CPT</td>
<td>16 JAN 2018 - 11 MAY 2018</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>EMPLOYER NAME</th>
<th>START DATE</th>
<th>END DATE</th>
<th>CITY &amp; STATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Apple</td>
<td>16 JAN 2018</td>
<td>11 MAY 2018</td>
<td>CUPERTINO, CA</td>
</tr>
</tbody>
</table>
Common CPT problems

- Not eligible (1 academic year)
- Inappropriate job
  - Hours per week, relation to studies, no supervision
- Incomplete Employer letter
- Poorly completed Advisors recommendations
  - When you sign off- consider whether the questions are fully answered.
  - Rejection Example: Q: Describe the academic requirements for the CPT course enrollment/degree requirement. A: *Student is enrolled in course.* Q: Explain how this CPT directly relates to student’s major. A: *See above.*
  - Tip: Develop a good fill in the blank template!
F-1 Optional Practical Training
(OPT)
Maria, an F-1 Integrative Biology PhD student from Chile, plans on filing her dissertation this semester. She receives a job offer as a researcher from Genentech and wants to know how she can work for them after she files her dissertation.

- Do you think this is possible?
- What is the first thing you would do?
- What issues might she face?
What is F-1 OPT?

- Available for up to 12 months at completion of each higher degree level
- Recommended by BIO, approved by United States Citizenship and Immigration Services (USCIS)
- Employment must be related to major field of study
- No job offer is required to apply
- Three types:
  - Pre-Completion (rare)
  - Standard Post-Completion (Most Common): https://internationaloffice.berkeley.edu/students/employment/opt
  - STEM Extension OPT (Additional 24 Months) https://internationaloffice.berkeley.edu/students/employment/stemopt
OPT Tutorial: Maria’s first step

**Optional Practical Training (OPT) Tutorial**

Berkeley International Office (BIO)
2299 Piedmont Avenue
Berkeley, CA 94720
(510) 642-2818

http://internationaloffice.berkeley.edu
For OPT purposes, the completion date is:

**Undergraduates**
Completion date is the last day of final exams (e.g., 5/11/2018).

**Graduates**
Completion date is the day thesis or dissertation is filed OR the last day of final exams.

(Maria’s completion date)

PhD/Thesis Grad Students completing in Spring/Summer should consult with BIO before applying due to timing.
OPT application process with USCIS takes approximately 90 days. OPT Tutorial contains timelines for full academic year, and special programs (Law, MFE).
1. Maria knows she is ready to file her dissertation and apply for OPT.

2. Maria meets with department to confirm program completion date and to complete OPT request.
### OPT Form: Academic Dept. Recommendation

<table>
<thead>
<tr>
<th>Academic Recommendation</th>
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<tbody>
<tr>
<td>Student's Major:</td>
<td><strong>Integrative Biology</strong></td>
</tr>
<tr>
<td>Is student registered in current term?</td>
<td>☑ Yes ☐ No</td>
</tr>
<tr>
<td>Level of Study:</td>
<td>☑ Bachelor's ☑ Master's ☑ Ph.D</td>
</tr>
<tr>
<td>When is student expected to complete all degree requirements?</td>
<td>Semester: <strong>Spring</strong> Year: <strong>2018</strong></td>
</tr>
<tr>
<td>Will the student have completed all coursework requirements for the degree by the start date of OPT?</td>
<td>☑ Yes ☐ No</td>
</tr>
<tr>
<td>Graduate students only:</td>
<td></td>
</tr>
<tr>
<td>Has student applied for filing fee?</td>
<td>☐ Yes ☑ No</td>
</tr>
<tr>
<td>When is student expected to file their thesis?</td>
<td>Date: <strong>May 11, 2018</strong></td>
</tr>
</tbody>
</table>
| "I confirm that the information provided in this section is true and correct. I would like to recommend that this student be allowed to obtain Optional Practical Training in order to secure a position in his/her field of study."

Optional Comments:

Advisor's Name: **Oski Bear**

Department: **Integrative Biology**

Signature: **Oski Bear**

Telephone: **510-642-1818**
Maria’s BIO process

1. Maria submits completed request to BIO.

2. BIO approves OPT request.

3. BIO issues I-20 with OPT endorsement (3 business days).
BIO recommends Maria for OPT on page 2 of the I-20 with her requested OPT dates.

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<tbody>
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<td>START DATE</td>
<td>1 JUN 2018</td>
</tr>
<tr>
<td>END DATE</td>
<td>31 MAY 2019</td>
</tr>
</tbody>
</table>

This page, when properly endorsed, may be used for re-entry of the student to attend the same school after a temporary absence from the United States. Each endorsement is valid for one year.

Designated School Official: [Signature: X]
Maria’s USCIS process

1. Gather documents and prepare application for USCIS.
2. Send application to USCIS
3. Receive receipt notice from USCIS in 2-4 weeks.
4. Wait approximately 90 days.
Regulations require that students on OPT report certain information to the government:

- Employment information
- Any changes to a student’s name and address

Students can self-report at io.berkeley.edu/ssu.
Common OPT problems

- Applied too late (outside of date range)
- Submitted USCIS app with old I-20 (30 days from BIO issue date)
- Forgot documents
- Didn’t complete I-765 correctly
- Travel & denial/RFE
- Denial after grace period
F-1 24-Month STEM Extension OPT
STEM Extension

- Additional 24-month period of OPT
- Degrees in Science, Technology, Engineering or Mathematics (CIP code specific)
- Employment with an E-Verify employer
- Completion of I-983 Training Plan
- Apply directly with BIO and USCIS
- Application must be received by USCIS no later than last day of 12-Month OPT
- Higher reporting requirements: 6 month validations, 12-/24-month evaluations.
- See BIO’s STEM page, including STEM tutorial: [https://internationaloffice.berkeley.edu/students/employment/stemopt](https://internationaloffice.berkeley.edu/students/employment/stemopt)
- Hiring at UC Berkeley? [https://internationaloffice.berkeley.edu/ucb_departments/j-1/opt_hiring](https://internationaloffice.berkeley.edu/ucb_departments/j-1/opt_hiring)
Apply up to 90 days before OPT EAD end date.

USCIS must receive complete application no later than OPT EAD end date.
F-1 OPT Cap-Gap Extension
F-1 OPT Cap-Gap Extension

- For students who have a pending H-1B employment application, OPT may be extended to cover the cap between OPT and H-1B.
- Learn more: https://internationaloffice.berkeley.edu/students/employment/cap-gap
- If student is in an active period of OPT or in 60 day grace period after OPT when H-1B is filed with USCIS
H-1B Cap Gap Extension

Based on H-1B receipt notice.

Based on confirmed delivery of H-1B application.

NOTE: Employment is authorized during extension period ONLY IF OPT was active on April 1.

First filing date for H-1B

Preliminary Cap Gap (no receipt)

OPT or Grace Period

H-1B Start Date = Oct. 1
J-1 Academic Training
Scenario

Pierre, a J-1 exchange student from France is nearing the completion of his year abroad. His major at his home institution is journalism and he’s interested in getting work experience in the U.S. before returning home. He applies for an internship at the SF Chronicle, gets a job offer, and visits your office for help.

- Do you think this is possible?
- What’s the first thing you do?
What is J-1 Academic Training?

- Work authorization related to current degree or EAP program of study
- 18 months or for a period equal to the length of the study program, whichever is shorter (an 18 month extension for up to to 36 total months for post-doctoral research)
- AT totals are cumulative, including all previously used AT- even at a different educational level
- Employer-specific authorization
- Recommended by Academic Department, authorized by BIO

https://internationaloffice.berkeley.edu/students/employment/at
Does Pierre qualify for AT?

- Pierre has to have a job offer to apply
- Pierre has to apply before completion of his academic program
- Program completion date:
  - Undergraduates – the last day of final exams
  - Graduates – the day thesis/dissertation is filed
  - EAP – the last day of final exams
Part-time or Full-time?

- **Fall and Spring**
  - Part-time (20 hours maximum/week)
  - Exception: Graduate students who have advanced to candidacy

- **Summer**
  - Full-time or part-time (part-time only if it is the student’s final semester)

- **Final Term**
  - Generally part-time only, but Grads who have advanced may opt to begin their “post-completion training” period early.
1. Pierre receives an employment offer letter.

2. Pierre meets academic advisor with employment letter and completes AT form with advisor.
# J-1 Academic Training (AT) Request Form

**International/Office berkeley.edu**

**J-1 Program Completion Date:** 12/14/18

**Program Completion Date:** 12/14/18

**Student ID Number:** 123456789

**Current Academic Training Status:**
- Bachelor’s
- Master’s
- PhD/Doctoral
- EAP

**Type of Academic Training:**
- Pre-completion
- Post-completion

**AT Sponsor:** International Student Insurance, Inc.

**Employment Information:**
- Company Name: ABC, Inc.
- Supervisor’s Name: John Doe
- Supervisor’s Email: jdoe@abc.com

**Health Insurance Agreement:**
- Coverage will be provided by health insurance.
- The applicant must be enrolled in J-1 status.
- Health insurance will cover medical expenses.

**Signature of Student:** Date: 12/14/18

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### Student Information

<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
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<tbody>
<tr>
<td>Last Name</td>
<td>Doe</td>
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<tr>
<td>First Name</td>
<td>John</td>
</tr>
<tr>
<td>Middle Name</td>
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</tr>
<tr>
<td>Email</td>
<td><a href="mailto:jdoe@abc.com">jdoe@abc.com</a></td>
</tr>
<tr>
<td>Phone</td>
<td>555-123-4567</td>
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**AT Form: Student Information**

*All fields on this form are required. Submit the application for AT to Berkeley International Office at least 3 working days before completion of the academic program or before the ES-2019 expires. AT authorization will be issued only upon completion of the academic program at Berkeley. Submit application with AUTM signature on a separate page. Incomplete AT applications will result in a delay or denial of requested AT.*

To request Academic Training (ES-2019), you must submit to Berkeley International Office:

- This form completed and signed by you and your Academic Advisor (original signature required).
- Copy of employment letter. Letter should be on letterhead indicating: Company name and address, student’s job title/program description, dates of employment, hours per week, salary (if paid) and supervisor name, title, email and phone.
- Payroll/Financial documents showing at least $1500/month. If applicable, additional funding proof for dependents at $575/month for spouse and $775/month per child. For payment of students AT salary information from paystubs may be substituted as proof of funding.
- Proof of completion of academic training (towards degree).
- Signed Release of Services Fee: $100.00 (Release of Services Fee: $100.00) Check (Cash) (Debit) (Credit) (PayPal) to UC Berkeley.

Credit card payments can be made here: https://www.berkeley.edu/forms/fee

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**International/Office berkeley.edu**

**International Student Insurance, Inc.**

**International Student Insurance, Inc.**

**International Student Insurance, Inc.**

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*Please complete Academic Training requirement within 10 days of your program completion date and be a minimum of 20 hours per week.*
AT Form: Academic Dept. Recommendation
- Goals & Objectives, Relation to Degree

**Academic Adviser’s Recommendation**

J-1 Academic Training (AT) is training related to a student’s field of study and requires goals, objectives and a clear explanation of how the training is integral or critical to the student’s academic program of study.

**This section must be completed with your academic adviser.**

EAP = College Adviser; Undergrads = Major/Department Adviser; Graduates = Faculty Adviser/Graduate Student Affairs Officer

Describe the academic goals and/or objectives of the student’s Academic Training experience:

Oski’s academic goals for work-based learning related to his ME degree include:

1) gaining exposure and competency in utilizing proprietary 3-D design tools,
2) advancing his overall design skills, and
3) deepening his understanding of how parts behave in different real-world environments.

Explain how this Academic Training experience directly relates to the student’s current UC Berkeley degree or Education Abroad Program (EAP) field of study:

Oski has completed a PhD in Mechanical Engineering and completed his dissertation on 3D modeling. Specifically, the 3D mechanical design and tooling design assignments with Apple will allow Oski to gain experience in a number of design tools and techniques described in his dissertation.
AT Form: Academic Dept. Recommendation
- Integrality to program, 18 month postdoctoral extension

Explain why this Academic Training experience is an integral or critical part of the student’s academic program:

PhD Students in ME gain theoretical knowledge of engineering/design through coursework/research. This experience provides Oski a critical opportunity to practice those skills in real-world scenarios with hardware and technology unavailable at UC Berkeley. Real-world experience of design and implementation is critical to complete a fully rounded post-graduate ME curriculum.

PhD STUDENTS ONLY - If the student has completed a Ph.D. and is requesting an extension beyond the initial 18 months of work authorization, please briefly address the research aspect of the Academic Training experience:

Oski’s position is a research intensive position, with research as an ongoing job requirement and part of a research unit within the company.

I confirm that I have reviewed and approve the Academic Training Plan as described in this form. If the student is applying for Post-Completion Academic Training, I also confirm the student will have completed all degree or program requirements by the start of the AT period, or has only thesis/dissertation remaining.

Adviser Name: Iman A. D'Visor
Title: Graduate Adviser
Department: Mechanical Engineering
Adviser’s Signature: Iman A. D'Visor
Date: 1/07/2019
Adviser Email or Phone: a.dvisor@berkeley.edu
1. Pierre submits AT request form, with employer letter, including proof of funding if job is unpaid.

2. Based on department’s recommendation, BIO authorizes AT.

3. BIO issues DS-2019 endorsed for AT (3 business days).
Authorization for AT is printed on page 1 of Pierre’s DS-2019.

- DS-2019 is extended to accommodate AT period.
- Employment details and authorization dates are listed.

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<th>Amend a previous form: Site of Activity Modified</th>
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<td>From (mm-dd-yyyy):</td>
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<td>To (mm-dd-yyyy):</td>
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<tr>
<td>Subject/Field Code Remarks:</td>
<td>EAP Reciprocity Program</td>
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</tbody>
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Academic Training:
SF CHRONICLE
(05-12-2018 – 03-21-2018)
Common CPT problems

- Not eligible (1 semester)
- Inappropriate job
- Incomplete Employer letter
- Poorly completed Advisors recommendations
Advising Scenarios
Juan, a F-1 Computer Science 3rd year undergraduate comes to you with a full time internship opportunity from Google for the spring 2019 semester. It may even lead to a full time job upon graduation. He wants to know what is required to accept the job.

- Do you think this is possible?
- What’s the first thing you do?
Sujin, a senior studying economics, is on track to graduate this spring and comes to your office to complete her OPT request. She is extremely concerned about one of her classes and worries that she may fail. She asks if you can indicate that her program completion date will be December 15, 2019 in case she does not pass this class.

- Do you think this is possible?
- What’s the first thing you do?
Thank you! Questions?