



**INTERNATIONAL STUDENT OFFICE  
COLLIN COLLEGE**

**OPT Reporting Form**

Use this form to report employment/unemployment and changes of address or employment. The Department of Homeland Security/SEVP recommends that the student report any change within 10 business days of the change to avoid potential problems associated with violating status . Work must be at least 20 hours average per week and related to field of study of OPT.

**Choose the reasons that applies to you:** SEVIS# N \_\_\_\_\_

Company Name \_\_\_\_\_,

Company Mailing Address \_\_\_\_\_,  
\_\_\_\_\_(City), \_\_\_\_\_(State) \_\_\_\_\_(ZIP Code)

New Job / Start Date \_\_\_\_/\_\_\_\_/\_\_\_\_.  
MM DD YY

Previous Job / Ending Date \_\_\_\_/\_\_\_\_/\_\_\_\_.  
MM DD YY

Self-employed (Business Owner with business license)

Work for Hire (1099 Contractual Employment), agency or consulting firm.

Unpaid volunteer or intern (not CPT!)

Unemployed for more than 10 days.

My new address is \_\_\_\_\_,  
\_\_\_\_\_(City), \_\_\_\_\_(State) \_\_\_\_\_(ZIP Code) Phone # \_\_\_\_\_

**Please bring, fax or email this form to the International Student Office for your file:**

Print your name: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ CWID: \_\_\_\_\_  
MM DD YY

2800 E. Spring Creek Pkwy.  
Plano, Texas 75074  
Phone: 972-516-5012  
Fax: 972-516-5048  
E-mail: iso@collin.edu

\_\_\_\_\_  
Signature MM DD YY

Reminder: This form must be completed by the OPT student.