Departmental Recommendation for Professional/Master’s/Doctoral Pre-completion OPT

(For Optional Practical Training to take place BEFORE student’s degree completion.)

To the Recommending Department: The information below must be provided before a student can be granted Optional Practical Training. You may use this form or provide an original letter on Department letterhead.

International Student & Scholars Utah State University
9545 Old Main Hill
Logan, Utah 84322-9545
(435) 797-1124
(435) 797-3522 (fax)

Date: ___________________ A#: __________________________

Mr./Mrs./Miss ____________________________________________
(Student Name and E-mail Address)

is a student in the department of _________________________________
(Department)

who is expected to complete the requirements for a ________________________________ degree on _____/_____/____.
(Professional/Master’s/Doctoral) (Date)

☐ Plan A Master’s or Doctoral Students may apply for OPT within 90 days of graduation and must have a defense date. Defense Date: ___/___/____.
☐ Plan B Master’s Students may apply for OPT within 90 days of graduation and must have a defense date. Defense Date: ___/___/____.
☐ Plan C Master’s Students (classes only to complete) may apply for OPT at mid-term of their final semester.
☐ Professional Students (classes only to complete) may apply for OPT at mid-term of their final semester.

We recommend that this student be permitted to seek practical training in her/his major as an extension of her/his academic program. Your approval is appreciated.

Sincerely,

__________________________________
Academic Advisor Signature
Academic Advisor Name & E-Mail Address
(Signature required for Plan A, B, C, Professional and Doctoral Students)

__________________________________
Major Professor Signature
Major Professor Name & E-Mail Address
(Signature required Plan A Master’s and Doctoral Students ONLY)

School of Graduate Studies via DocuSign [geneva.harline@usu.edu] Print Name [Geneva Harline] Phone
(Signature required Plan A Master’s and Doctoral Students ONLY)