



Office for International
Students & Scholars

**OPTIONAL PRACTICING TRAINING (OPT)
REPORTING FORM**

SEVIS requires all international students on OPT to report employer information, any change in name and/or home address, any change in name and/or address of employer and any interruption in employment. Failure to provide up-to date information may result in termination of your SEVIS record.

Please submit form to: Email: internationalservices@westernu.edu

Date: _____

Last Name

First Name

Middle

Home Phone

Cell Phone

Email

Home Address: Is this a change of address? ☐ Yes ☐ No

Address

Street

City

State

Zip code

Employment:

Are you currently employed: ☐ Yes ☐ No If no, how long have you been unemployed? _____

Name of Employer

Address

Street

City

State

Zip Code

Job Title: _____ Employment Start Date: _____

Full Time: ☐ Part-Time: ☐ Employer Identification Number (EIN): _____

Supervisor's Name & Title: _____

Supervisor's Telephone Number: _____ Email: _____