

STEM Employer Verifications

Federal law 8 CFR 214.2 (f)(10)(ii)(C)(6) requires employers to report the termination or departure of a STEM OPT employee to the Designated School Official (international student advisor at their previous school) within 5 business days of the termination or departure.

An employer shall consider a worker to have departed when the employer knows the student has left the employment or if the student has not reported for work for a period of 5 consecutive business days without the consent of the employer, whichever occurs earlier.

Please verify the following:

- I will report the termination or departure of the above STEM OPT employee to the International Student Services Office at The University of Kansas, by emailing iss@ku.edu with the following details:
 - Subject: "STEM OPT Employment Termination"
 - Body of email:
 - Employee's Given Name
 - Employee's Surname
 - Employee's Date of Birth
 - Employee's SEVIS ID # (starts N00 and is at the top of pages 1 & 2 on the I-20)
 - Date of Termination or Departure
 - Company Name
 - Name, Title, Department and Phone Number of Person Submitting Report

- I understand that endorsement of the I-983 self-evaluation for the STEM OPT employee is required at:
 - the 12-month mark of the STEM OPT start date; AND
 - at the time of termination OR the STEM OPT end date, whichever is sooner

- I confirm that our company listed below is currently enrolled in E-Verify

Name of STEM OPT Employee

Company Name as Listed in E-Verify

Signature of Company Representative

Date

Printed Name of Representative

Department

Email address

Phone Number