



Office of the Registrar
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Nonimmigrant Matters
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F-1 STUDENT OPT EMPLOYER UPDATE

- This form is to be used by Marywood University students who are currently on Post Completion OPT and are reporting new employment or a change in existing employment.

All information is required.

Student Information

Last Name (Surname) First Name Middle Name

Street Address City State Postal Code

(_____) _____ N _____
Preferred Contact Phone Number E-Mail Address SEVIS ID Number (Must be eleven digits)

Employment History

- This is my first job on Post Completion OPT.
- I had a previous job while on Post Completion OPT and now I have a new job.
- I had a previous job while on Post Completion OPT and now I am unemployed.

Current Employment Information

Company Name Employment Start Date: MM / DD / YYYY

Street Address City State Postal Code

Full Name of Supervisor
(_____) _____
Phone Number E-Mail Address

Full Time: more than 20 hours/week
 Part Time: 20 or less hours/week

A verification letter from your employer must be submitted with this form. The letter should be written on company letterhead and state how your job is related to your degree.

Student Certification

I affirm that the above information is true and correct to the best of my knowledge.

Signature of Student Date

Office Use Only

Initials: _____ Date entered in SEVIS: ____/____/____