

**Optional Practical Training (OPT) Recommendation Form for  
Academic Advisor, Department Chair, or Program Coordinator**

The international student listed below is requesting Optional Practical Training employment authorization from the International Student & Scholar Office (ISSO). In order to issue a recommendation, the ISSO must obtain the following information from the student's academic advisor, department chair or program coordinator. Please complete and sign the section below. If further information is advisable or necessary, describe in the blank space below.

**This is to confirm that:**

Student Name: \_\_\_\_\_ is expected to  
**complete degree requirements for** (please select one)

bachelor's degree

master's degree

doctoral degree

on (semester yyyy) \_\_\_\_\_ and has requested Optional Practical training (OPT) to begin  
on (date: mm/dd/yyyy) \_\_\_\_\_.

**For graduate thesis/dissertation students, please complete the following additional information:**

1. The student has completed/will complete all coursework by (date: mm/dd/yyyy)  
\_\_\_\_\_ but has thesis/dissertation outstanding.
2. The defense date for this student's thesis/dissertation has been scheduled for (date: mm/dd/yyyy)  
\_\_\_\_\_.

**\*Note: eligibility for post completion OPT requires completion of all credit hours and milestones for the degree except for the final defense. Defense date must be within the first 6 months of the proposed OPT start date and must be scheduled prior to completing this form.**

3. Do you foresee this employment opportunity impacting or delaying the student's academic progress and anticipated graduation date?

no

yes

If "yes," please list any concerns:

\_\_\_\_\_

Faculty/Advisor Name (please print):

\_\_\_\_\_

Title and Department: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**If you have any questions concerning this student's OPT request, please contact an advisor in the ISSO at [intlssso@uncc.edu](mailto:intlssso@uncc.edu) or 704-687-7781.**