

Instructions to Access the Post Completion OPT Request e-Form

We have moved the OPT request form into an online portal called the Sunapsis iStart Portal. Below are instructions on how to access the portal as well as how to locate the OPT Request e-form. Please note, the IS- 140 form will be available within the portal.

- Step 1: <u>Download the Duo Security App by following CCIT's instructions</u>. (<u>Click here for FAQs and tips on how to use Duo</u>) Once you have downloaded Duo, you can move on to Step 2 to connect to Clemson University's network through the VPN.
- **Step 2:** <u>Click here</u> to download the VPN to your computer. If you would like detailed step-by-step instructions on how to download DUO and access Clemson University's VPN, please <u>click here</u>.
- Step 3: Using Internet Explorer as your browser, visit the URL: istart.app.clemson.edu
- Step 4: Register your portal by entering your CU/XID and date of birth
- **Step 5**: On the left-hand list of forms, select "F-1 Practical Training," and complete the **Post- Completion OPT Request** e- form

Please allow 5 business days for processing. You will receive an email from <u>is@clemson.edu</u> notifying you when your updated I-20 has been issued and is available for collection. If you have any questions regarding the e-form, please contact International