

### OPT Data Validation Update Form

Our office will now collect your employment and address information electronically through the Sunapsis Student Portal. Please read through the instructions carefully and contact our office if you have any questions.

**Step 1:** Download the Duo Security App by following [CCIT's instructions](#). ([Click here for FAQs and tips on how to use Duo](#)) Once you have downloaded Duo, you can move on to Step 2 to connect to Clemson University's network through the VPN. If you have any questions regarding this step, please contact CCIT.

**Step 2:** [Click here](#) for instructions on how to download the VPN to your computer. If you have any questions or errors during this step, please contact CCIT.

**Step 3:** Using Internet Explorer as your browser, log-in to: [istart.app.clemson.edu](http://istart.app.clemson.edu)

**Step 4:** Register your portal by providing your XID and date of birth

**Step 5:** On the left-hand list of forms, select "F-1 Practical Training," and complete either the:

1. [OPT Employment Update e-form](#)

Students on the 12 month post completion OPT period or the 17 month OPT STEM period should complete this form within 10 days of any change in employment, change in address, or change in name.

**OR**

2. [OPT 24 Month STEM Employment Update e-form](#)

Students participating or have an application pending for the 24 month STEM OPT period should complete the OPT 24 Month STEM Employment Update e-form for any of the following reasons: validating SEVIS information every 6 months, submitting the annual self-evaluation, to submit new I-983 form after changes made, changes in employment, unemployment, final evaluations. For more information on reporting requirements, please review [Study in the States](#).

Students submitting changes in employment will automatically initiate the re-print of the I-20 Form. Please allow 5 business days for the processing of the updates and re-prints of I-20 Forms. If you have any questions regarding the instructions, please [contact our office](#).