



## Certification of Course Completion

### Section 1

*To be completed by Student Records*

Please confirm that this student has completed all necessary degree requirements, is in their last semester, and can apply/already has applied for graduation from Rollins College for this term.

Student Name \_\_\_\_\_ I.D.# \_\_\_\_\_

Expected date of completion of coursework (last day of semester - mm/dd/yy): \_\_\_\_\_

Student Records Representative \_\_\_\_\_ Signature \_\_\_\_\_

Telephone \_\_\_\_\_ Date \_\_\_\_\_

### Section 2

*To be completed by the student*

By signing this form, student acknowledges the following conditions and responsibilities:

- OPT must be applied for with USCIS within the 60-day grace period following the last day of final exams in student's last semester and within 30 days from the newly issued Form I-20 with the OPT request dates
- Student **MUST** report to the Office of International Student & Scholar Services & through the SEVP Portal within 10 days of the change:
  - their employer's name and address
  - if their employment status changes – if they're no longer employed or have a new employer
  - any changes to their U.S. address
- Current immigration regulations only permit 90 days of authorized unemployment during the student's OPT period. If 90 days of unemployment are accrued, student must:
  - enroll in a new program of study
  - apply for a new immigration status
  - OR – depart the U.S.

Student's Full Name Printed: \_\_\_\_\_

Student's Signature: \_\_\_\_\_

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

**\*\*Disclaimer:** This form is not a guarantee of degree completion or graduation. Its purpose is to certify that the courses required to apply for graduation have been taken or are in progress. Financial responsibilities to the college do not prohibit completion of this form per U.S. immigration regulations.