

## **Information for those on OPT who will continue to enroll at UW**

### **Undergraduates who fail a course and do not officially graduate in the semester planned:**

If the OPT has not yet been approved the student may submit a letter to ISS, to forward to USCIS, asking that the OPT application be cancelled. The student may re-apply for OPT to begin at the completion of their course. OPT application fee will not be refunded.

If the OPT has already been approved, the student must continue to participate in OPT, meeting all requirements, with the exception of the hours per week expected. Undergraduates who must finish a class are limited to no more than 20 work hours per week until the completion of their degree.

\*Any undergraduate student who is required to enroll at UW while on OPT is required to pay the part-time fee package and mandatory UW student medical insurance until completion of their degree.

### **Graduate students who must enroll at UW in order to complete research/writing/defense:**

If the OPT will not start within 30 days of the start of the semester, students must complete the optional fee package paperwork and pay the fee package fees as well as the UW student medical insurance for that semester. Students should enroll in one credit of Continuous Registration.

If the OPT will start before or within 30 days of the start of the semester, students are not required to complete the optional fee package paperwork, but may if they want to continue their full-time student benefits such as insurance, gym, library, athletic events, etc. Students should enroll in one credit of Continuous Registration. Those who do not wish to have full-time student benefits or the UW medical insurance may petition to waive the medical insurance and part-time fee package by contacting the Student Insurance Advocate, [stuins@uwyo.edu](mailto:stuins@uwyo.edu), BEFORE the end of the regular add/drop period for the semester. This deadline is usually within ten days of the start of each fall and spring semester. If the Insurance Advocate waives the insurance, they will also permit Accounts Receivable to waive the part-time fee package. Waiver of the student medical insurance is at the discretion of the Insurance Advocate and the Office of Risk Management. ISS staff cannot approve or guarantee this waiver.

### **Students who change status to H1-B or other non-resident status:**

Please notify ISS of any change of status so that your status in the UW computer system and the SEVIS system may be updated. As an H1-B, or any other non-resident, status you are still considered an “international student” and will be charged the part-time fee package and for the student medical insurance if you do not request a waiver before the deadline. See above.

### **Students who change status to US Permanent Resident or US Citizen:**

Please notify ISS immediately so that your status in the UW computer system and the SEVIS system may be updated. US permanent residents and US citizens should not be automatically charged for the part-time fee package or the student medical insurance. Please continue to review your bill regularly to make sure that unwanted charges do not appear. If you are charged for one of these things, please contact ISS or the appropriate office to ask about the charges right away.