

OPT/H1B Employment Workshop International Student & Scholar Services

Planning for your OPT application. Typically it takes 60-90 days to process your OPT application and receive your Employment Authorization Document (EAD). You must apply for OPT **before** graduation. Below is a small chart which will help you to plan when you should apply for OPT so you have your approval in hand before you want to start working.

If you want to begin Working on:	Apply By:	Receipt date should be approximately:	OPT Dates Would Be:
May 15	Feb 15	Feb 20	05/15/xx-05/14/xx
June 1	Feb 24	March 1	06/01/xx-05/31/xx
June 15	March 10	March 15	06/15/xx/06/14/xx
July 1	March 28	April 1	07/01/xx-06/30/xx
July 11*	April 6	April 11	07/11/07-07/10/08
August 20	May 15	May 20	08/20/xx-08/19/xx
Sept 4 (Tues following Labor Day)	June 30	July 5	09/04/xx-09/03/xx
Sept 15	July 10	July 15	09/15/xx-09/14/xx
Oct 1	July 28	Aug 1	10/01/xx-09/30/xx
Oct 15**	Aug 10	Aug 15	10/15/07-10/14/08
Dec 15	Sept 10	Sept 15	12/15/xx-12/14/xx
Jan 2	Sept 27	Oct 2	01/02/xx-01/01/xx
Jan 15	Oct 10	Oct 15	01/15/xx-01/14/xx
Feb 1	Oct 28	Nov 1	02/01/xx-01/31/xx
Feb 12***	Nov 8	Nov 12	02/12/08-02/11/09

*Last possible start date for students graduating May 2007 (60 days after program completion)

**Last possible start date for students graduating August 18, 2007 (60 days after program completion)

***Last possible start for students graduating December 2007 (60 days after program completion)

Suggestions/Tips for Successful Interviews to Secure a Job

Frequently Asked Interview Questions

- ❖ Tell me a little about yourself.
- ❖ Where do you see yourself in five years from now?
- ❖ What do you consider to be your greatest strengths and weaknesses?
- ❖ What major problem have you encountered and how did you deal with it?
- ❖ How do you determine or evaluate success?
- ❖ Describe how you work under pressure?
- ❖ Why did you decided to seek a position with this organization and in what way do you think you can make a contribution to our organization?
- ❖ Are you willing to relocate and/or travel?
- ❖ Why should I hire you?
- ❖ What qualifications do you have that will make you successful in this field?
- ❖ How do you feel about meeting deadlines?

Questions to Ask the Interviewer

- ❖ How does this position fit within your organization's structure?
- ❖ How will I receive feedback about my performance, and how often?
- ❖ Where can a position of this type lead to within you organization?
- ❖ What does your orientation and training process entail?
- ❖ What are the long-term goals or growth plans of the organization?
- ❖ What type of continuing education or training will the organization provide?
- ❖ What are you looking for in the ideal candidate?
- ❖ What do you like about working here?
- ❖ What kind of day-to-day supervision is provided for the person in this position?
- ❖ Can you describe the daily, office environment of your department/organization?

Some Tips:

- ❖ Be ready to ask intelligent questions.
- ❖ DO NOT bring issues related to salary and benefits until the employer initiates these topics
- ❖ Let the employer know that you are excited about what you have heard.
- ❖ Make sure to thank the interviewer for her/his time.
- ❖ Send Thank You letters or cards.