

**myUSCIS copy deck**

**I-765 (c)(3)(A); (c)(3)(B); (c)(3)(C) Application for Employment**

**OMB control number 1615-0040**

**Baseline version: 08/25/2020**

## I-765 INTERACTIVE FORM COPY: QUESTIONS, INSTRUCTIONAL AND HELP TEXT, AND OTHER COPY

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| Heading                                  | Sub-Heading            | Body Text   | Link  | CTA | Notes  |
|--|------------------------|---|---|-----|--|
| Application for Employment Authorization |                        | <p>Certain foreign nationals who are in the United States may file Form I-765, Application for Employment Authorization, to request employment authorization and an Employment Authorization Document (EAD). Other foreign nationals whose immigration status authorizes them to work in the United States without restrictions may also use Form I-765 to apply for an EAD that shows such authorization.</p> <p>Foreign nationals may also apply for a Social Security number and card on Form I-765.</p> <p>If you are a lawful permanent resident, a conditional permanent resident, or a nonimmigrant only authorized for employment with a specific employer under 8 CFR 274a.12(b), do not use Form I-765.</p> <p>Learn more about <a href="#">employment authorization</a>.</p>   | <a href="https://www.uscis.gov/i-765">https://www.uscis.gov/i-765</a> |     | Form I-765 instructions, "What Is the Purpose of Form I-765" - page 1  |
| Before You Start Your Application        | Eligibility            | <p>Only certain F-1 students seeking optional practical training (OPT) may file Form I-765 online. This includes:</p> <ul style="list-style-type: none"> <li>- Pre-completion OPT - (c)(3)(A) eligibility category;</li> <li>- Post-completion OPT - (c)(3)(B) eligibility category; or</li> <li>- a 24-month extension for STEM students (students holding a degree in science technology, engineering, or mathematics) - (c)(3)(C) eligibility category.</li> </ul> <p>For all other eligibility categories, you must submit a paper <a href="#">Form I-765</a>.</p> <p>(c)(3)(A) eligibility category: Submit your application up to 90 days before being enrolled as an F-1 foreign student for one full academic year at an educational institution approved by U.S. Immigration and Customs Enforcement and Exchange Visitor Program (ICE SEVP). Your period of employment should not start before you have completed one full academic year. If you completed the one-year requirement while in another valid nonimmigrant status and you are now in valid F-1 status, you are still eligible to apply for OPT</p> <p>(c)(3)(B) eligibility category: Submit your application up to 90 days before, but no later than 60 days after your program end date. You must submit your application within 30 days of the date that your designated school official (DSO) enters the recommendation for OPT into your Student and Exchange Visitor Information System (SEVIS) record. If you fail to do so, we will deny your OPT request.</p> <p>(c)(3)(C) eligibility category: Submit your application up to 90 days before your current OPT expires, but you must submit within 60 days of the DSO's approval of STEM OPT.</p> <p>Note: If you are an F-1 student filing for initial or extension of OPT, your OPT and your employment authorization will be automatically terminated if you change educational program levels or transfer to another school. Working in the United States without authorization may result in your removal from the United States or denial of re-entry. Consult your DSO for additional details.</p> | <a href="https://www.uscis.gov/i-765">https://www.uscis.gov/i-765</a> |     | <p>Recommended language to show online filing is only supported for (c)(3)(A), (c)(3)(B), and (c)(3)(C) eligibility categories</p> <p>Form I-765 instructions, "Who May File Form I-765" - pages 7-8</p> |
|  | Fee                    | <p>Fee: \$410.</p> <p><b>Refund policy:</b><br/>USCIS does not refund fees, regardless of any action we take on your application, petition or request, or how long USCIS takes to reach a decision. By continuing this transaction, you acknowledge that you must submit fees in the exact amount and that you are paying the fees for a government service.</p> <p>Please refer to the instructions for the form(s) you are filing for additional information or you may call the USCIS Contact Center at 800-375-5283. For TTY (deaf or hard of hearing) 800-767-1833.</p>  |   |     | <p>Form I-765 instructions, "What Is the Filing Fee" - page 6</p> <p>Previously approved refund policy language for digital forms</p>  |
|  | Documents you may need | <p>Most applicants must upload:</p> <ul style="list-style-type: none"> <li>- A copy of your Form I-94, Nonimmigrant Arrival-Departure Record (front and back), a printout of your electronic Form I-94 from <a href="http://www.cbp.gov/i94">www.cbp.gov/i94</a>, passport, or other travel document.</li> <li>- A copy of your last EAD (front and back). If you were not previously issued an EAD, you must submit a copy of a government-issued identity document (such as a passport) showing your picture, name, and date of birth; a birth certificate with photo ID; a visa issued by a foreign consulate; or a national ID document with photo and/or fingerprint. The identity document photocopy must clearly show your facial features and contain your biographical information.</li> <li>- Two identical color passport-style photographs of yourself taken recently.</li> </ul> <p>We will automatically inform you which documents and additional evidence you may need to provide as you fill out your application. These recommendations for additional information will be based on the information you provide in the application, such as your personal history and circumstances.</p> <p>Any document containing foreign language submitted to USCIS must be accompanied by a full English language translation that the translator has certified as complete and accurate, and by the translator's certification that he or she is competent to translate from the foreign language into English.</p>   |   |     | <p>Form I-765 instructions, "Required Documentation" - pages 25-26</p> <p>Specific to digital environment and part of global template previously approved by OMB</p>                                     |

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|--|---|---|------|---|--|
|  | <b>Biometric services appointment</b>             | USCIS may require that you appear for an interview or provide biometrics (fingerprints, photograph, and/or signature) at any time to verify your identity, obtain additional information, and conduct background and security checks, including a check of criminal history records maintained by the Federal Bureau of Investigation (FBI), before making a decision on your application or petition. After USCIS receives your application and ensures it is complete, we will inform you in writing if you need to attend a biometric services appointment.  |      |   | Specific to digital environment and part of global template previously approved by OMB |
| <b>After You Submit Your Application</b> | <b>Track your case online</b>                     | After you submit your form, you can track its status through your USCIS account. Sign in to your account often to check your case status and read any important messages from USCIS.  |      |   | Specific to digital environment and part of global template previously approved by OMB |
|  | <b>Respond to requests for information</b>        | If we need more information from you, we will send you a Request for Evidence (RFE) or Request for Information (RFI). You can respond to our request and upload your documents through your USCIS account.  |      |   | Specific to digital environment and part of global template previously approved by OMB |
|  | <b>Receive your decision</b>                      | The decision on Form I-765 involves a determination of whether you have established eligibility for the immigration benefit you are seeking. USCIS will notify you of the decision in writing. If your application is approved, we will either mail your EAD to you or we may require you to visit your local USCIS office to pick it up.   |      |   | Form I-765 instructions, "Processing Information" - page 29                            |
| <b>Completing Your Form Online</b>       | <b>Filing online</b>                              | Submitting your application online is the same as mailing in a completed paper form. They both gather the same information.   |      |   | Specific to digital environment and part of global template previously approved by OMB |
|  | <b>Complete the Getting Started section first</b> | You should answer all questions in the Getting Started section first so we can best customize the rest of your online form experience.  |      |   | Specific to digital environment and part of global template previously approved by OMB |
|  | <b>Provide as many responses as you can</b>       | You should provide as many responses as you can. Incomplete fields or sections and missing information can slow down the process after you submit your form.  |      |   | Specific to digital environment and part of global template previously approved by OMB |
|  | <b>We will automatically save your responses</b>  | We will automatically save your information when you select next to go to a new page or navigate to another section of the form. We will save your information for 30 days from today, or from the last time you worked on the form.  |      |   | Specific to digital environment and part of global template previously approved by OMB |
|  | <b>How to continue filling out your form</b>      | After you start your form, you can sign in to your account to continue where you left off.  |      |   | Specific to digital environment and part of global template previously approved by OMB |
|  | <b>DHS Privacy Notice</b>                         | <p><b>AUTHORITIES:</b> The information requested on this application, and the associated evidence, is collected under the Immigration and Nationality Act, 8 U.S.C. section 1324a, and 8 CFR 274a.13.</p> <p><b>PURPOSE:</b> The primary purpose for providing the requested information on this application is to determine eligibility for certain aliens who are temporarily in the United States requesting an Employment Authorization Document. DHS uses the information you provide to grant or deny the benefit you are seeking.</p> <p><b>DISCLOSURE:</b> The information you provide is voluntary. However, failure to provide the requested information, including your Social Security number, and any requested evidence may delay a final decision or result in a rejection or denial of your application.</p> <p><b>ROUTINE USES:</b> DHS may, where allowable under relevant confidentiality provisions, share the information you provide on this application and any additional requested evidence with other Federal, state, local, and foreign government agencies and authorized organizations. DHS follows approved routine uses, as described in the associated published system of records notices [DHS/USCIS/ICE/CBP-001 Alien File, Index, and National File Tracking System; DHS/USCIS-007 Benefit Information System; DHS/USCIS-010 Asylum Information and Pre-Screening; and, DHS/USCIS-017 Refugee Case Processing and Security Screening Information System; DHS/USCIS-018 Immigration Biometric and Background Check] and the published privacy impact assessments [DHS/USCIS/PIA-016(a) Computer Linked Application Information Management System and Associated Systems; DHS/USCIS/PIA-027 Asylum Division; DHS/USCIS/PIA-056 USCIS Electronic Immigration System; and DHS/USCIS/PIA-068 Refugee Case Processing and Security Vetting], which can be found at <a href="https://www.dhs.gov/privacy">www.dhs.gov/privacy</a> [https://www.dhs.gov/topic/privacy]. DHS may also share this information as appropriate for law enforcement purposes or in the interest of national security.</p> |      | Form I-765 instructions, "DHS Privacy Notice" - page 30<br><br>Form I-765 instructions, "DHS Privacy Notice" - page 30<br><br>Form I-765 instructions, "DHS Privacy Notice" - page 31 |  |

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|---------|-------------------------|---|------|-------|--|
|         | Paperwork Reduction Act | <p>An agency may not conduct or sponsor an information collection, and a person is not required to respond to a collection of information, unless it displays a currently valid Office of Management and Budget (OMB) control number. The public reporting burden for this collection of information is estimated at 4 hours per response, including the time for reviewing instructions, gathering the required documentation and information, completing the application, preparing statements, attaching necessary documentation, and submitting the application. The collection of biometrics is estimated to require 1 hour and 10 minutes. The public reporting burden for the collection of information for Form I-765WS is estimated at 30 minutes per response, including the time for reviewing instructions, gathering the required documentation and information, completing the application, preparing statements, attaching necessary documentation, and submitting the application. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to:</p> <p>U.S. Citizenship and Immigration Services<br/>Office of Policy and Strategy, Regulatory Coordination Division<br/>5900 Capital Gateway Drive, Mail Stop #2140<br/>Camp Springs, MD 20588-0009</p> <p><b>Do not mail your completed Form I-765 to this address.</b></p> <p>OMB No. 1615-0040<br/>Expires: 07/31/2022</p> |      |       | Form I-765 instructions, "Paperwork Reduction Act" - page 31                           |
|         | Security reminder       | If you do not work on your application for more than 30 days, we will delete your data in order to prevent storing personal information indefinitely.   |      | Start | Specific to digital environment and part of global template previously approved by OMB |

## I-765 INTERACTIVE FORM COPY: GETTING STARTED

The **Getting Started** step is the first part of the form that the applicant will complete. Questions relating to the applicant's basis for eligibility (if applicable) and questions about the applicant's preparer/interpreter (if any) should be grouped in the **Getting Started** step of the form and should be organized by the appropriate section. This step and section structure will inform the navigation and sub-navigation for the form.

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| Primary Nav     | Secondary Nav                                      | Tertiary Nav | Paper Form Question | Question  | Sub-Question  | Field Type           | Instructional Text   | Help Text | Notes   |
|-----------------|--|--------------|---------------------|---|---|----------------------|--|-----------|---|
| Getting Started | Basis of eligibility                               |              | 2.27                | What is your eligibility category?  | Eligibility Category  | Dropdown             |  |           | Required field  |
|                 |  |              | 2.28.a              | [If you entered the eligibility category (c)(3)(C) What is your degree?   |   | Text                 |  |           |   |
|                 |  |              | 2.28.b              | [If you entered the eligibility category (c)(3)(C) What is your employer's name as listed in E-Verify?  |   | Text                 |  |           |   |
|                 |  |              | 2.28.c              | [If you entered the eligibility category (c)(3)(C) What is your employer's E-Verify company identification number or a valid E-Verify client company identification number? |   | Text                 |  |           |   |
|                 |  |              | 3.6                 | [If you entered the eligibility category (c)(8)] Are you a Salvadoran or Guatemalan national eligible for benefits under the ABC settlement agreement?                      | Yes/No  | Radio                |  |           | Question will not be included in initial release because we are not supporting the c(8) category. |
|                 | Reason for applying                                |              | 1.1.a               | What is your reason for applying?   | a. Initial permission to accept employment.   | Radio                |  |           | Required field  |
|                 |  |              | 1.1.b               |   | b. Replacement of lost, stolen, or damaged employment authorization document, or correction of my employment authorization document NOT DUE to U.S. Citizenship and Immigration Services (USCIS) error. | Radio                |  |           |   |
|                 |  |              | 1.1.c               |   | c. Renewal of permission to accept employment.  | Radio                |  |           |   |
|                 |  |              | 2.12                | Have you previously filed Form I-765?   | Yes/No  | Radio                |  |           |   |
|                 | Preparer and interpreter information               |              |                     | Is someone assisting you with completing this application?  | Yes/No  | Radio                |  |           | Specific to digital environment and part of global template previously approved by OMB.           |
|                 |  |              |                     | (IF YES) Is a preparer assisting you with completing this application?  | Yes/No  | Radio                | A preparer is anyone who completes or helps you complete all or part of your application using information and answers that you provide.       |           | Specific to digital environment and part of global template previously approved by OMB.           |
|                 |  |              |                     | (IF YES) Is an interpreter assisting you with completing this application?  | Yes/No  | Radio                | An interpreter is anyone who translates or helps you translate all or part of your application using information and answers that you provide. |           | Specific to digital environment and part of global template previously approved by OMB.           |
|                 | (IF YES TO PREPARER QUESTION) Preparer information |              | 5.1.b               | What is your preparer's full name?  | Given name (first name)   | Text                 |  |           |   |
|                 |  |              | 5.1.a               |   | Family name (last name)   | Text                 |  |           |   |
|                 |  |              | 5.2                 | What is your preparer's business or organization name?  |   | Text                 |  |           |   |
|                 |  |              | 5.3.a.-5.3.h.       | What is your preparer's mailing address?  | My preparer is not part of a business or organization.<br>Country   | Checkbox<br>Dropdown |  |           |   |
|                 |  |              |                     |   | Address line 1  | Text                 | Street number and name   |           |   |
|                 |  |              |                     |   | Address line 2  | Text                 | Apartment, suite, unit, or floor   |           |   |
|                 |  |              |                     |   | City or town  | Text                 |  |           |   |
|                 |  |              |                     |   | State/Province  | Dropdown/Text        |  |           |   |
|                 |  |              |                     |   | ZIP code/Postal code  | Text                 |  |           |   |
|                 |  |              | 5.4                 | What is your preparer's contact information?  | Daytime phone number  | Text                 |  |           |   |
|                 |  |              | 5.5                 |   | Mobile telephone number   | Text                 |  |           |   |
|                 |  |              |                     |   | My preparer does not have a mobile telephone number   | Checkbox             |  |           |   |
|                 |  |              | 5.6                 |   | Email address   | Text                 |  |           |   |
|                 |  |              |                     |   | My preparer does not have an email address.   | Checkbox             |  |           |   |

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| Primary Nav | Secondary Nav           | Tertiary Nav            | Paper Form Question | Question   | Sub-Question  | Field Type    | Instructional Text               | Help Text | Notes |
|-------------|-------------------------|-------------------------|---------------------|--|---|---------------|----------------------------------|-----------|-------|
|             | (IF YES TO INTERPRETER) | Interpreter information | 4.1.b               | What is your interpreter's full name?  | Given name (first name)                                   | Text          |                                  |           |       |
|             |                         |                         | 4.1.a               |  | Family name (last name)                                   | Text          |                                  |           |       |
|             |                         |                         | 4.2                 | What is your interpreter's business or organization name?                      |   | Text          |                                  |           |       |
|             |                         |                         | 4.3                 | What is your interpreter's mailing address?                                    | My interpreter is not part of a business or organization. | Checkbox      |                                  |           |       |
|             |                         |                         |                     |  | Country   | Dropdown      |                                  |           |       |
|             |                         |                         |                     |  | Address line 1  | Text          | Street number and name           |           |       |
|             |                         |                         |                     |  | Address line 2  | Text          | Apartment, suite, unit, or floor |           |       |
|             |                         |                         |                     |  | City or town  | Text          |                                  |           |       |
|             |                         |                         |                     |  | State/Province  | Dropdown/Text |                                  |           |       |
|             |                         |                         |                     |  | ZIP code/Postal code                                      | Text          |                                  |           |       |
|             |                         |                         | 4.4                 | What is your interpreter's contact information?                                | Daytime telephone number                                  | Text          |                                  |           |       |
|             |                         |                         | 4.5                 |  | Mobile telephone number                                   | Text          |                                  |           |       |
|             |                         |                         |                     |  | My interpreter does not have a mobile telephone number    | Checkbox      |                                  |           |       |
|             |                         |                         | 4.6                 |  | Email address   | Text          |                                  |           |       |
|             |                         |                         |                     |  | My interpreter does not have an email address.            | Checkbox      |                                  |           |       |
|             |                         |                         |                     | What language is your interpreter using to interpret this application for you? |   | Text          |                                  |           |       |

## I-765 INTERACTIVE FORM COPY: ABOUT YOU

The **About You** step is the second part of the paper form that the applicant will complete. Questions relating to the applicant's personal information should be grouped in the **About you** step of the form and should be organized by the appropriate section. This step and section structure will inform the navigation and sub-navigation for the form. Personal information questions include questions about the applicant's name, contact information, immigration information, demographics, school and employment, military service, requests for accommodations, etc.

**Step:** Indicates the form navigation element. In this case, these questions would appear in the **About You** step of the form.

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| Primary Nav                  | Secondary Nav | Tertiary Nav   | Paper Form Question                             | Question                                   | Sub-Question                      | Field Type                                       | Instructional Text  | Help Text  | Notes          |  |
|------------------------------|---------------|--|---|--|-----------------------------------|--|---|--|----------------|--|
| About You                    | Your name     |  | 2.1.b   | What is your current legal name?           | Given name (first name)           |  |   | Your current legal name is the name on your birth certificate, unless it changed after birth by a legal action such as marriage or court order. Do not provide any nicknames here. |                |  |
|                              |               |  | 2.1.c   |  | Middle name                       |  |   |  |                |  |
|                              |               |  | 2.1a  | Have you used any other names since birth? | Family name (last name)<br>Yes/No |  |   | Other names used may include nicknames, aliases, and maiden names.   | Required field |  |
|                              |               |  | 2.2b  | (If yes)                                   | Given name (first name)           |  |   | Provide the other names you have used.   |                |  |
|                              |               |  | 2.2c  |  | Middle name                       |  |   |  |                |  |
|                              |               |  | 2.2a  |  | Family name (last name)           |  |   |  |                |  |
|                              |               | Your contact information   |   | 3.3  | How may we contact you?           | Daytime telephone number                         | Text (9 digits)   |  |                |  |
|                              |               |  |   | 3.4  |                                   | Mobile telephone number (if any)                 | Text (9 digits)   |  |                |  |
|                              |               |  |   |  |                                   | This is the same as my daytime telephone number. | Checkbox  |  |                |  |
|                              |               |  |   | 3.5  |                                   | Email address                                    | Text  |  |                |  |
|                              | 2.5.a         |  | What is your current U.S. mailing address?      | In care of name (if any)                   | Text                              |  | We will use your current mailing address to contact you throughout the application process. We may not be able to contact you if you do not provide a complete and valid address. Please provide a U.S. address only. |  |                |  |
|                              | 2.5.b         |  |   | Address line 1                             | Text                              |  | Street number and name  | Required field   |                |  |
|                              | 2.5.c         |  |   | Address line 2                             | Text                              |  | Apartment, suite, unit, or floor  |  |                |  |
|                              | 2.5.d         |  |   | City or town                               | Text                              |  |   | Required field   |                |  |
|                              | 2.5.e         |  | State   | Dropdown                                   |                                   |  | Required field  |  |                |  |
|                              | 2.5.f         |  | ZIP code  | Text                                       |                                   |  | Required field  |  |                |  |
|                              | 2.6           | Is your current mailing address the same as your physical address? | Yes/No  | Radio                                      |                                   |  |   |  |                |  |
|                              |               | 2.7.a  | (If no) Where in the United States do you live? | Address line 1                             | Text                              |  | Street number and name  |  |                |  |
|                              |               | 2.7.b  |   | Address line 2                             | Text                              |  | Apartment, suite, unit, or floor  |  |                |  |
|                              |               | 2.7.c  |   | City or town                               | Text                              |  |   |  |                |  |
|                              |               | 2.7.d  |   | State                                      | Dropdown                          |  |   |  |                |  |
|                              |               | 2.7.e  |   | ZIP code                                   | Text                              |  |   |  |                |  |
| Describe yourself            |               | 2.10   | What is your gender?                            | Male/Female                                | Radio                             |  |   |  |                |  |
|                              |               | 2.12   | What is your marital status?                    | Single, Married, Divorced, Widowed         | Radio                             |  |   |  |                |  |
| When and where you were born |               | 2.19a  | What is your city, town, or village of birth?   |  | Text                              |  |   |  |                |  |

## I-765 INTERACTIVE FORM COPY: ABOUT YOU

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**Instructional text:** Text that appears directly below a question and provides instructions for answering the question.

Question sets are separated by a double-line.

Conditional question logic is indicated in ( ) before question.

| Primary Nav | Secondary Nav                       | Tertiary Nav | Paper Form Question | Question   | Sub-Question           | Field Type                   | Instructional Text  | Help Text | Notes   |
|-------------|-------------------------------------|--------------|---------------------|--|------------------------|------------------------------|---|-----------|---|
|             |                                     |              | 2.19b               | What is your state or province of birth?                           |                        | Text                         |   |           |   |
|             |                                     |              | 2.19c               | What is your country of birth?                                     |                        | Dropdown                     |   |           |   |
|             |                                     |              | 2.20                | What is your date of birth?  | (mm/dd/yyyy)           | Date                         |   |           | Required field  |
|             | <b>Your immigration information</b> |              | 2.18                | What is your country of citizenship or nationality?                |                        | Dropdown                     | List all countries where you are currently a citizen or national. |           | User will be able to input multiple countries (at least two based on paper form). It will be a table or list. |
|             |                                     |              | 2.21.a              | What is your Form I-94 Arrival-Departure Record Number (if any)?   |                        | 11 character restricted text |   |           |   |
|             |                                     |              | 2.22                | When did you last arrive in the United States?                     | Date of arrival        | Date                         | List your arrival date, place of arrival, and status at arrival.  | mm/dd/yy  |   |
|             |                                     | 2.23         | Place of arrival    |  | Dropdown               |                              |   |           |   |
|             |                                     |              | 2.24                |  | Status at last arrival | Dropdown                     |   |           |   |
|             |                                     |              | 2.21.b              | What is the passport number of your most recently issued passport? |                        | Text                         |   |           |   |
|             |                                     |              | 2.21c               | What is your travel document number (if any)?                      |                        | Text                         |   |           |   |
|             |                                     |              | 2.21.e              | What is the expiration date of your passport or travel document?   | (mm/dd/yyyy)           | Date                         |   |           |   |



## I-765 INTERACTIVE FORM COPY: ABOUT YOU

The **About You** step is the second part of the paper form that the applicant will complete. Questions relating to the applicant's personal information should be grouped in the **About you** step of the form and should be organized by the appropriate section. This step and section structure will inform the navigation and sub-navigation for the form. Personal information questions include questions about the applicant's name, contact information, immigration information, demographics, school and employment, military service, requests for accommodations, etc.

**Step:** Indicates the form navigation element. In this case, these questions would appear in the **About You** step of the form.

**Section:** Indicates the form sub-navigation element. The following copy for questions is grouped by the section in which they should appear.

**Questions/Sub-Questions:** Based on the questions from the paper form.

**Help text:** Text that appears below or next to an input field, partially hidden. Users can click to expand. Provides additional contextual or clarifying information about a question.

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Conditional question logic is indicated in ( ) before question.

| Primary Nav | Secondary Nav                 | Tertiary Nav | Paper Form Question | Question  | Sub-Question | Field Type                   | Instructional Text   | Help Text  | Notes |
|-------------|-------------------------------|--------------|---------------------|---|--------------|------------------------------|--|--|-------|
|             |                               |              | 2.21.d              | What country issued your passport or travel document?   | Country      | Dropdown                     |  |  |       |
|             |                               |              | 2.25                | What is your current immigration status or category?  |              | Dropdown                     |  |  |       |
|             |                               |              | 2.26                | What is your Student and Exchange Visitor Information System (SEVIS) Number (if any) ?  | N-           | Text                         | Use the "Additional Information" section to include all previously used SEVIS numbers.   |  |       |
|             | <b>Additional information</b> |              | 2.8                 | What is your A-Number?  | A-           | Text (9 digits)              |  |  |       |
|             |                               |              | 2.9                 | I do not have or know my A-Number. What is your USCIS Online Account Number?  |              | Checkbox<br>Text (12 digits) | Providing your unique USCIS Online Account Number (OAN) helps us manage your account. You may already have an OAN if you previously filed <a href="#">certain paper forms</a> and received an Account Access Notice in the mail. You can find the OAN at the top of the notice; it is not the same as an A-Number. | The phrase "certain paper forms" would have a tooltip that would list the forms: "I-90, I-130, I-485, I-821, I-821D, N-336, N-400, N-565, N-600, N-600K" |       |
|             |                               |              | 2.13a               | I do not have or know my USCIS Online Account Number. Has the Social Security Administration (SSA) ever officially issued a Social Security card to you?  | Yes/No       | Radio                        |  |  |       |
|             |                               |              | 2.13b               | (If yes to 2.13a) What is your Social Security number (if known)?   |              | Text (9 digits)              |  |  |       |
|             |                               |              | 2.14                | Do you want the SSA to issue you a Social Security card?  | Yes/No       | Radio                        |  |  |       |
|             |                               |              | 2.15                | (If yes to 2.14) Consent for Disclosure: I authorize disclosure of information from this application to the SSA as required for the purpose of assigning me an SSN and issuing me a Social Security card. | Yes/No       | Radio                        |  |  |       |

## I-765 INTERACTIVE FORM COPY: ABOUT YOU

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**Step:** Indicates the form navigation element. In this case, these questions would appear in the **About You** step of the form.

**Section:** Indicates the form sub-navigation element. The following copy for questions is grouped by the section in which they should appear.

**Questions/Sub-Questions:** Based on the questions from the paper form.

**Help text:** Text that appears below or next to an input field, partially hidden. Users can click to expand. Provides additional contextual or clarifying information about a question.

**Instructional text:** Text that appears directly below a question and provides instructions for answering the question.

Question sets are separated by a double-line.

Conditional question logic is indicated in ( ) before question.

| Primary Nav | Secondary Nav | Tertiary Nav | Paper Form Question | Question   | Sub-Question            | Field Type | Instructional Text | Help Text | Notes |
|-------------|---------------|--------------|---------------------|--|-------------------------|------------|--------------------|-----------|-------|
|             |               |              | 2.16b               | (If yes to 2.15) What is your father's birth name? | Given name (first name) | Text       |                    |           |       |
|             |               |              | 2.16a               |  | Family name (last name) | Text       |                    |           |       |
|             |               |              | 2.17b               | (If yes to 2.15) What is your mother's birth name? | Given name (first name) | Text       |                    |           |       |
|             |               |              | 2.17a               |  | Family name (last name) | Text       |                    |           |       |

## I-765 INTERACTIVE FORM COPY: EVIDENCE

The **Evidence** step is for forms that require the applicant to submit evidence to USCIS. As the applicant completes the form, the form's logic will dictate which pieces of evidence a particular applicant should be prompted to submit.

**Step:** Indicates the form navigation element. In this case, these questions would appear in the **Evidence** step of the form.

**Section:** Indicates the form sub-navigation element. The following copy for questions is grouped by the section in which they should appear.

**Evidence title:** Type of evidence being requested

**Instructional text:** Clarifying information about what type of evidence an applicant should submit. Copy for evidence is created using the form's paper instructions.

Evidence types are separated by a double-line.

Field type is the universal upload pattern

| Primary Nav                       | Secondary Nav      | Paper Form  | Evidence Title   | Instructional Text   | Field Type | Links   | Logic  |
|-----------------------------------|--------------------|---|--|--|------------|---|--|
| Evidence                          | 2 x 2 Photo of you | Form I-765 instructions, "Required Documentation" - pages 25-26 | 2 x 2 Photo of You   | <p>Upload 2 identical recent color photographs of yourself that measure 2 inches by 2 inches, with your face measuring 1 inch to 1 3/8 inch from your chin to the top of your head. Your eyes should be between 1 1/8 inch and 1 3/8 inch from the bottom of the photo.</p> <p>Make sure your whole face is visible, you are facing the camera directly, and the background is white or off-white. Your head must be bare, unless contrary to your religious beliefs.</p> <p>If you need help understanding the photo requirements or want to resize, rotate, or crop your photo, you can use to the Department of State's <a href="#">photo composition tools</a>. Please note that we cannot approve your application without your photos.</p>   | Upload     | <a href="https://travel.state.gov/content/travel/en/us-visas/visa-information-resources/photos.html">https://travel.state.gov/content/travel/en/us-visas/visa-information-resources/photos.html</a> |  |
| Form I-94                         |                    | Form I-765 instructions, "Required Documentation" - page 25     | I-94, Arrival and Departure Record                               | <p>Upload a copy of one of the following:</p> <ul style="list-style-type: none"> <li>- Your Form I-94, Arrival-Departure Record (front and back);</li> <li>- A printout of your electronic Form I-94 ; or</li> <li>- Your passport or other travel document.</li> </ul> <p>If you were admitted to the United States by CBP at an airport or seaport after April 30, 2013, CBP may have issued you an electronic Form I-94 instead of a paper Form I-94. You may visit the <a href="#">CBP website</a> to obtain a paper version of an electronic Form I-94. CBP does not charge a fee for this service. Some travelers admitted to the United States at a land border, airport, or seaport, after April 30, 2013, with a passport or travel document, who were issued a paper Form I-94 by CBP, may also be able to obtain a replacement Form I-94 from the CBP website without charge.</p> <p>If your Form I-94 cannot be obtained from the CBP website, it may be obtained by filing <a href="#">Form I-102, Application for Replacement/Initial Nonimmigrant Arrival-Departure Record</a>, with USCIS. USCIS does charge a fee for this service.</p> | Upload     | <a href="https://www.cbp.gov/travel/international-visitors/i-94">https://www.cbp.gov/travel/international-visitors/i-94</a><br><a href="http://www.uscis.gov/i-102">www.uscis.gov/i-102</a>         |  |
| Employment Authorization Document |                    | Form I-765 instructions, "Required Documentation" - page 25     | Employment Authorization Document or Government ID               | <p>Upload a copy of your last Employment Authorization document (EAD) (front and back). If you were not previously issued an EAD, you must upload a copy of a government-issued identity document (such as a passport) showing your picture, name, and date of birth; a birth certificate with photo ID; a visa issued by a foreign consulate; or a national ID document with photo and/or fingerprint. The identity document photocopy must clearly show your facial features and contain your biographical information.</p>  | Upload     |   |  |
| Proof of enrollment               |                    | Form I-765 instructions, "Who May File Form I-765"- page 7      | Proof of Enrollment  | <p>Upload evidence of having been lawfully enrolled on a full-time basis for one full academic year at a college, university, conservatory, or seminary approved by the U.S. Immigration and Customs Enforcement (ICE) Student and Exchange Visitor Program (SEVP) for attendance by F-1 foreign students.</p>   |            |   | If eligibility category is (c)(3)(A)                           |
| Post Completion CPT or OPT        |                    | Form I-765 instructions, "Who May File Form I-765"- pages 7-8   | Post Completion CPT or OPT                                       | <p>Upload evidence of any previously authorized CPT or OPT and the academic level at which it was authorized.</p>  |            |   | If eligibility category is (c)(3)(A) or (c)(3)(B)              |
| Form I-20                         |                    | Form I-765 instructions, "Who May File Form I-765"- pages 7-8   | I-20, Certificate of Eligibility for Nonimmigrant Student Status | <p>Upload a copy of the Form I-20, Certificate of Eligibility for Nonimmigrant Student Status endorsed by the Designated School Official (DSO). For the (c)(3)(B) eligibility category, your DSO must have entered the recommendation for OPT into your SEVIS record within 30 days of you submitting Form I-765. If you fail to do so, we will deny your OPT request. For the (c)(3)(C) eligibility category, the Form I-20 must have been endorsed by the DSO within 60 days of submitting Form I-765.</p>   | Upload     |   | If eligibility category is (c)(3)(A) or (c)(3)(B) or (c)(3)(C) |

## I-765 INTERACTIVE FORM COPY: EVIDENCE

The **Evidence** step is for forms that require the applicant to submit evidence to USCIS. As the applicant completes the form, the form's logic will dictate which pieces of evidence a particular applicant should be prompted to submit.

**Step:** Indicates the form navigation element. In this case, these questions would appear in the **Evidence** step of the form.

**Section:** Indicates the form sub-navigation element. The following copy for questions is grouped by the section in which they should appear.

**Evidence title:** Type of evidence being requested

**Instructional text:** Clarifying information about what type of evidence an applicant should submit. Copy for evidence is created using the form's paper instructions.

Evidence types are separated by a double-line.

Field type is the universal upload pattern

| Primary Nav | Secondary Nav             | Paper Form  | Evidence Title            | Instructional Text   | Field Type | Links   | Logic                                |
|-------------|---------------------------|---|---------------------------|--|------------|---|--------------------------------------|
|             | College degree            | Form I-765 instructions, "Who May File Form I-765"-<br>page 8 | College Degree            | Upload evidence that the degree that is the basis for the STEM OPT extension is in one of the degree programs currently listed on the <a href="#">STEM Designated Degree Program List</a> or a copy of your prior STEM degree.   | Upload     | <a href="https://studyinthestates.dhs.gov/stem-opt-hub/eligible-cip-codes-for-the-stem-opt-extension">https://studyinthestates.dhs.gov/stem-opt-hub/eligible-cip-codes-for-the-stem-opt-extension</a> | If eligibility category is (c)(3)(C) |
|             | Institution accreditation | Form I-765 instructions, "Who May File Form I-765"-<br>page 8 | Institution Accreditation | Upload evidence that the institution that granted your STEM degree is currently accredited by the U.S. Department of Education and certified by the Student Exchange and Visitor Program (SEVP), if this STEM OPT extension is based on a previously earned STEM degree. | Upload     |   | If eligibility category is (c)(3)(C) |

## I-765 INTERACTIVE FORM COPY: ADDITIONAL INFORMATION

**Step:** Indicates the form navigation element. In this case, these questions would appear in the **Getting Started** step of the form.

**Section:** Indicates the form sub-navigation element. The following copy for questions is grouped by the section in which they should appear.

**Questions/Sub-Questions:** Based on the questions from the paper form.

**Help text:** Text that appears below or next to an input field, partially hidden. Users can click to expand. Provides additional contextual or clarifying information about a question.

**Instructional text:** Text that appears directly below a question and provides instructions for answering the question.

Question sets are separated by a double-line.

Conditional question logic is indicated in () before question.

| Primary                | Secondary              | Paper Form Question | Question  | Sub-Question           | Field Type | Required? | Instructional Text   | Help Text | Notes |
|------------------------|------------------------|---------------------|---|------------------------|------------|-----------|--|-----------|-------|
| Additional Information | Additional information | 6.1.a-6.7.d         | You may provide additional information for your application | Additional information | Textbox    | No        | <p>If you need to provide any additional information for any of your answers to the questions in this form, enter it into the space below. You should include the questions that you are referencing.</p> <p>If you do not need to provide any additional information, you may leave this section blank.</p> |           |       |

## I-765 INTERACTIVE FORM COPY: REVIEW AND SUBMIT

The Review and Submit step is the last step that an applicant completes before submitting their form. Sections and Questions in the Review and Submit step should be mostly consistent across all forms but copy should be updated to reflect the statements, certification, and attestations on the paper form. Review and Submit should contain all of the copy relating to reviewing the application, the preparer/interpreter's certification and signature, the applicant's statements and signature, and paying/submitting the application.

Step: Indicates the form navigation element. In this case, these questions would appear in the Review and Submit step of the form.  
 Section: Indicates the form sub-navigation element. The following copy for questions is grouped by the section in which they should appear.  
 Questions/Sub-Questions: Based on the required certifications, statements, and signatures from the paper form.

Help text: Text that appears below or next to an input field, partially hidden. Users can click to expand. Provides additional contextual or clarifying information about a question.

Instructional text: Text that appears directly below a question and provides instructions for completing this step/section of the form.

CTA: copy for button

Question sets are separated by a double-line.

Conditional question logic is indicated in ( ) before question.

| Primary Nav                                | Secondary Nav            | Tertiary Nav | Paper Form                                   | Question   | Sub-Question | Field Type | Instructional Text   | Help Text | CTA | Notes   |
|--|--------------------------|--------------|--|--|--------------|------------|--|-----------|-----|---|
| Review and Submit                          | Review your application  |              |  | Check your application before you submit   |              |            | <p>We will review your application to check for accuracy and completeness before you submit it.</p> <p>We encourage you to provide as many responses as you can throughout the application, to the best of your knowledge. Missing information can slow down the review process after you submit your application.</p> <p>You can return to this page to review your application as many times as you want before you submit it.</p> <p>Your form filing fee is: [XXXX]</p> <p>Refund Policy: USCIS does not refund fees, regardless of any action we take on your application, petition or request, or how long USCIS takes to reach a decision. By continuing this transaction, you acknowledge that you must submit fees in the exact amount and that you are paying the fees for a government service.</p> |           |     | Specific to digital environment and part of global template previously approved by OMB. |
|  |                          |              |  | Your fee   |              |            |  |           |     | Exact fee will be pulled from ELIS  |
|  |                          |              |  | Alerts and warnings  |              |            | <p>You have one or more alerts and warnings based on the information you provided in your application.</p> <p>A red alert means you have incomplete or incorrect responses to certain questions. You cannot submit your application with any alerts.</p>   |           |     | Specific to digital environment and part of global template previously approved by OMB. |
|  | Your application summary |              |  | Review the I-765 form information  |              |            | <p>Here is a summary of all the information you provided in your application.</p> <p>Make sure you have provided responses for everything that applies to you before you submit your application. You can edit your responses by going to each application section using the site navigation.</p> <p>We also prepared a draft case snapshot with your responses, which you can download below.</p>   | Next      |     | Specific to digital environment and part of global template previously approved by OMB. |
| (IF PREPARER) Preparer statement           |                          | 5.7a         | Preparer's statement                         | I am not an attorney or accredited representative but have prepared this application on behalf of the applicant and with the applicant's consent.  |              | Radio      | <p>Your preparer must read the statements below and select the statement that applies to him or her.</p> <p>If your preparer is an attorney or accredited representative whose representation extends beyond preparation of this application, he or she may be obliged to submit a completed Notice of Entry of Appearance as Attorney or Accredited Representative (G-28) with your application.</p>  |           |     |   |
|  |                          | 5.7b         |  | I am an attorney or accredited representative and my representation of the applicant in this case does not extend beyond the preparation of this application.  |              | Radio      |  |           |     |   |
|  |                          | 5.7b         |  | I am an attorney or accredited representative and my representation of the applicant in this case extends beyond the preparation of this application.  |              | Radio      |  |           |     |   |
|  |                          | 5.8a         | Preparer's certification and signature       | By my signature, I certify, under penalty of perjury, that I prepared this application at the request of the applicant. The applicant then reviewed this completed application and informed me that he or she understands all of the information contained in, and submitted with, his or her application, including the Applicant's Declaration and Certification, and that all of this information is complete, true, and correct. I completed this application based only on information that the applicant provided to me or authorized me to obtain or use. |              |            | Your preparer must read and agree to the certification below.  |           |     |   |
|  |                          |              |  | As the applicant's preparer, you must sign on paper and provide your signature page to the applicant. Follow these steps:  |              |            |  |           |     | Specific to digital environment and part of global template previously approved by OMB. |
|  |                          |              |  | 1. Download the Preparer Signature page  |              |            |  |           |     |   |
|  |                          |              |  | 2. Print the Preparer Signature page   |              |            |  |           |     |   |
|  |                          |              |  | 3. Read and sign the Preparer Signature page   |              |            |  |           |     |   |
|  |                          |              |  | 4. Give the signed Preparer Signature page to the applicant  |              |            |  |           |     |   |
|  |                          |              |  | The applicant will need to scan and upload your completed signature page on the next screen.   |              |            |  |           |     |   |
| (IF PREPARER) Preparer signature           |                          |              | Preparer's signature upload                  |  |              | Upload     | Scan and upload your preparer's completed signature page below.  |           |     |   |
| (IF INTERPRETER) Interpreter certification |                          | 4.7a         | Interpreter's certification and signature    | I certify, under penalty of perjury, that I am fluent in English and the language provided in the Getting Started section of this application, and I have read to this applicant in the identified language every question and instruction on this application and his or her answer to every question. The applicant informed me that he or she understands every instruction, question, and answer on the application, including the Applicant's Declaration and Certification, and has verified the accuracy of every answer.                                 |              |            | Your interpreter must read and agree to the certification below.   |           |     |   |
|  |                          |              |  | As the applicant's interpreter, you must sign on paper and provide your signature page to the applicant. Follow these steps:   |              |            |  |           |     | Specific to digital environment and part of global template previously approved by OMB. |
|  |                          |              |  | 1. Download the Interpreter Signature page   |              |            |  |           |     |   |
|  |                          |              |  | 2. Print the Interpreter Signature page  |              |            |  |           |     |   |
|  |                          |              |  | 3. Read and sign the Interpreter Signature page  |              |            |  |           |     |   |
|  |                          |              |  | 4. Give the signed Interpreter Signature page to the applicant   |              |            |  |           |     |   |
|  |                          |              |  | The applicant will need to scan and upload your completed signature page on the next screen.   |              |            |  |           |     |   |
| (IF INTERPRETER) Interpreter signature     |                          |              | Interpreter's signature upload               |  |              | Upload     | Scan and upload your interpreter's completed signature page below.   |           |     |   |
| Your statement                             |                          | 3.1a         | Applicant's statement                        | I can read and understand English, and have read and understand every question and instruction on this application, as well as my answer to every question.  |              | Checkbox   | You must read and agree to the statement below.  |           |     |   |
|  |                          | 3.2          | Applicant's statement regarding the preparer | At my request, the preparer named in the Getting Started section of this application prepared this application for me based only upon the information I provided or authorized.  |              | Checkbox   | You must read and agree to the statement below.  |           |     |   |

**I-765 INTERACTIVE FORM COPY: REVIEW AND SUBMIT**

The Review and Submit step is the last step that an applicant completes before submitting their form. Sections and Questions in the Review and Submit step should be mostly consistent across all forms but copy should be updated to reflect the statements, certification, and attestations on the paper form. Review and Submit should contain all of the copy relating to reviewing the application, the preparer/interpreter's certification and signature, the applicant's statements and signature, and paying/submitting the application.

Step: Indicates the form navigation element. In this case, these questions would appear in the Review and Submit step of the form.  
 Section: Indicates the form sub-navigation element. The following copy for questions is grouped by the section in which they should appear.  
 Questions/Sub-Questions: Based on the required certifications, statements, and signatures from the paper form.  
 Help text: Text that appears below or next to an input field, partially hidden. Users can click to expand. Provides additional contextual or clarifying information about a question.  
 Instructional text: Text that appears directly below a question and provides instructions for completing this step/section of the form.  
 CTA: copy for button  
 Question sets are separated by a double-line.  
 Conditional question logic is indicated in ( ) before question.

| Primary Nav | Secondary Nav | Tertiary Nav | Paper Form | Question  | Sub-Question  | Field Type | Instructional Text  | Help Text      | CTA | Notes   |
|-------------|---------------|--------------|------------|---|---|------------|---|----------------|-----|---|
|             |               |              | 3.1b       | Applicant's statement regarding the interpreter | The interpreter named in the Getting Started section of this application read to me every question and instruction on this application and my answer to every question in the language I specified in the Getting Started section, a language in which I am fluent, and I understood everything.  | Checkbox   | You must read and agree to the statement below.   |                |     |   |
|             |               |              |            | Applicant's Declaration and Certification       | <p>Copies of any documents I have submitted are exact photocopies of unaltered, original documents, and I understand that USCIS may require that I submit original documents to USCIS at a later date. Furthermore, I authorize the release of any information from any and all of my records that USCIS may need to determine my eligibility for the immigration benefit that I seek.</p> <p>I furthermore authorize release of information contained in this application, in supporting documents, and in my USCIS records, to other entities and persons where necessary for the administration and enforcement of U.S. immigration law.</p> <p>I understand that USCIS may require me to appear for an appointment to take my biometrics (fingerprints, photograph, and/or signature) and, at that time, if I am required to provide biometrics, I will be required to sign an oath reaffirming that:</p> <p>1) I reviewed and understood all of the information contained in, and submitted with, my application; and<br/>                 2) All of this information was complete, true, and correct at the time of filing.</p> <p>I certify, under penalty of perjury, that all of the information in my application and any document submitted with it were provided or authorized by me, that I reviewed and understand all of the information contained in, and submitted with, my application and that all of this information is complete, true, and correct.</p> |            | <p>You must read and agree to the certification below. If you knowingly and willfully falsify or conceal a material fact or submit a false document with your application, we can deny your application and may deny any other immigration benefit. You may also face criminal prosecution and penalties provided by the law.</p>   |                |     |   |
|             |               |              | 3.7a       | Your signature                                  | I have read and agree to the applicant's statement  | Checkbox   |   |                |     | Specific to digital environment and part of global template previously approved by OMB. |
|             |               |              |            | (Date of signature)                             |   |            | You must provide your digital signature below by typing your full legal name. We may deny your application if you do not completely fill out this application or fail to submit required documents. We will record the date of your signature with your application.  |                |     | Required field  |
|             |               |              |            | Pay for and submit your application             |   |            | <p>The final step to submit your Form I-765, Application for Employment Authorization is to pay the required fee.</p> <p>Your application fee is: <b>[\$XXXX]</b></p> <p>Refund policy: By continuing this transaction, you agree that you are paying for a government service and that the filing fee, biometric services fee and all related financial transactions are final and not refundable, regardless of any action USCIS takes on an application, petition or request, or how long USCIS takes to reach a decision. You must submit all fees in the exact amounts.</p>  |                |     | Exact fee will be pulled from ELIS  |
|             |               |              |            |   |   |            | <p>We will send you to Pay.gov — our safe, secure payment website — to pay your fees and submit your application online.</p> <p>Here are the steps in the payment and submission process:</p> <ol style="list-style-type: none"> <li>1. Provide your billing information on Pay.gov</li> <li>2. Provide your credit card or U.S. bank account information</li> <li>3. Submit your payment</li> </ol> <p>When you have paid your fee, your application will be submitted.</p> <p>Pay.gov will redirect you to a uscis.gov confirmation screen, which will include your receipt number. Please keep a copy of your receipt number for your records. You can track the status of your application through your USCIS online account.</p> | Pay and submit |     | Specific to digital environment and part of global template previously approved by OMB. |

## I-765 INTERACTIVE FORM COPY: Alerts

| Number | Section                                 | Type         | Logic   | Message   | Notes |
|--------|---|--------------|---|---|-------|
| 1      | About You, Additional information       | Yellow alert | User selects "No" to consent statement regarding SSN                            | h2. You must agree to the Consent for Disclosure<br>To receive a Social Security card, you must select "Yes" to the Consent for Disclosure. |       |
| 2      | Getting Started, Additional information | Yellow alert | User selects "Yes" to "Do you want the SSA to issue you a Social Security card" | h2. You must agree to the Consent for Disclosure<br>f you answer "Yes", you must also answer "Yes" to the Consent for Disclosure.           |       |
| 3      | Review and Submit                       | Red alert    | If user has not answered required field   | h2. There are errors in (Section): (Sub section)<br>Edit my response  |       |