



Sample Letter for Post-Completion OPT Application

When you apply for post-completion OPT, you must include a letter from your Academic Advisor, Registrar, or Program Director. This letter aims to determine your program completion date and that you are making satisfactory progress toward completing your studies. The letter must be on an official HIU letterhead. The following is the recommended text for the letter (variations are permissible).

Date:

To: International Students and Scholars Advisor

Re: Estimated Program Completion Date

This letter is to certify that [Full Name of Student] is a student in good standing in the [Name of Program/Degree] and making satisfactory progress toward completing the degree requirements. They are expected to graduate on [Date].

Sincerely,
[Signature]
[Name]
[Title]