

## I-797 Receipt Notice and EAD Card Corrections

### I-797 Receipt Notice Errors

As soon as you receive an I-797 Receipt Notice for your Form I-765, carefully review all of the information on the I-797. If you notice any errors, then as soon as possible, please complete the [Typographic Error Form](#) on the [USCIS e-Request page](#). Correcting the error initially can prevent more problematic errors on the EAD card.

### EAD Card Errors

If you notice an error on your EAD (Employment Authorization Document), it is important to have the error corrected so that you do not have problems in the future. Potential problems could include but are not limited to problems while completing I-9 verification or applying for a Social Security Number. It is important to review the authorization dates, the spelling of your name, and your birthdate for accuracy. If you find an error, you should submit a request to USCIS to have the error corrected. Pay close attention to the authorized dates of the OPT employment. Even if the EAD error grants more than the regulatory permissible amount of time, it is still important to request a corrected EAD from USCIS.

The process to request an EAD card correction depends on if the mistake was a USCIS error or if it was your error.

#### *It Was My Error*

To correct this type of error, you will need to file a new I-765 (with another filing fee). You will indicate on the Form I-765 that you are filing for a replacement EAD. You should file the new I-765 by mail to the USCIS service center that is listed on your I-797 receipt notice.

- Make sure you correct the original error on the I-765.
- A new I-20 from ISSS is not required since your OPT application has already been approved.
- We recommend submitting a letter of explanation with your Form I-765.
  - Explain the situation and include:
    - Your full name (as written on your passport), SEVIS ID, and date of birth
    - The receipt number for the OPT EAD (you can find this on your I-797 approval notice)
    - The current date
    - The address of the USCIS office that is listed on your I-797 approval notice.
    - An explanation of the error
    - A request that the new card be mailed to you. Be sure to include your current mailing address
    - Your original signature (signed by hand with an ink pen)
- Before submitting your original, incorrect EAD, make a photocopy for your records first.
- Depending on the error and the requirements of your employer, it is recommended that you submit the incorrect EAD *after* you have completed the employment hiring and I-9 processes
- Before you submit the incorrect EAD card to USCIS, you should be aware of the timing of other processes (like applying for a driver's license or travelling). ISSS recommends that you carefully consider any processes or applications that may be applicable to your situation.

### *It Was USCIS Error*

If there is a typographic error (e.g., a misspelling, a wrong date) on your EAD card that was not due to your own error on the Form I-765, you can submit your request for a new EAD card on the [Typographic Error Form](#) on the [USCIS e-Request page](#). Once you submit that electronic form, USCIS will send further instructions to you via email.

- Note: If you are asked to send in your original, incorrect EAD make a photocopy for your records first.
- Depending on the error and the requirements of the employer, it is recommended that you submit the incorrect EAD after you have completed the employment hiring process (and filled out the I-9 and an SSN application).
- Before you submit the incorrect EAD card to USCIS, you should be aware of the timing of other processes (like applying for a driver's license or travelling). ISSS recommends that you carefully consider any processes or applications that may be applicable to your situation.

## **Frequently Asked Questions (FAQs) About EAD Correction Requests**

### **How does USCIS send my EAD card?**

USCIS mails your card using the United States Postal Service. You can track it on the USPS website. Replacement cards are not expedited. Replacement request processing times vary but can take 3 to 5 months.

### **When filling out the new I-765, question 12 asks, “Have you ever applied for employment authorization before?” What should I fill in for this question?**

You will check “YES” – and enter the information from your OPT (I-797) receipt notice in Part 6 of the Form I-765.