

EAD Off-Campus Employment

Complete Form I-765 Application for Employment Authorization. The form and instructions are available on the U.S. Citizenship and Immigration Services (USCIS) Web site (www.uscis.gov) under Immigration Forms.

Submit with the application for employment authorization with other supporting materials:

- Form I-94 – photocopy both sides
- Valid passport – photocopy of photo page, renewal page if original has expired, and pages showing amendments such as name changes, corrections, etc.
- Visa – photocopy of visa page (front and back)
- Photocopies of all Forms I-20 you have been issued
- Photocopies of any previous employment authorization documents (EAD)
- Two identical color photographs (photograph instructions are found on the Form I-756 instructions under Required Documentation).
- \$380 fee (check or Money Order payable to the U.S. Department of Homeland Security)

F-1 Student Seeking Off-Campus Employment Due to Severe Economic Hardship (c)(3)(iii)

- If you are required to show economic necessity for your category, submit a list of your assets, income, and expenses. Provide this financial information on Form I-765WS, Form I-765 Worksheet.

Requirements for Severe Economic Hardship

Off-campus employment is allowed only in cases of severe economic hardship or in emergent circumstances as defined by Department of Homeland Security.

One of the provisions of F-1 status is that prospective students must prove that they have the ability to pay for education costs and support while in the United States. This proof must be presented before an SEVP-certified school issues a Form I-20, as outlined in 8 CFR 214.3(k)(2).

Off-campus employment is granted, on a case-by-case basis, only to an F-1 student who can prove that new, unexpected circumstances have created severe economic hardship. These circumstances may include the following:

- Loss of financial aid due to no fault of the student
- Loss of on-campus employment if it is not the student's fault and no other on-campus job is available
- Large increase in tuition or living costs
- Substantial decrease in the relative value of the currency that the student depends upon to pay expenses
- Unexpected changes in the financial condition of the student's sources of financial support
- Unexpectedly large medical bills
- Other substantial, unexpected expenses