

J-1 Economic Hardship Employment Request

J-1 Economic Hardship Employment may be authorized to overcome “serious, urgent and unforeseen economic circumstances” that have arisen since acquiring J-1 status. Your financial need must be documented. The employment does not have to be related to your field of study and you do not have to be in the U.S. any length of time to apply. You must be in good academic standing and continue to engage in a full course of study. You may work no more than 20 hours per week during the academic year and full-time during breaks, which includes all authorized on-campus employment. Do not begin work until authorized in SEVIS and a new DS-2019 is issued documenting authorization.

Student Information:

University ID#: _____
Name: _____ Date of Birth: ____/____/____
Email: _____ Phone: _____

Requested Employment:

Employer: _____
Start Date: ____/____/____ End Date: ____/____/____ Hours per week: ____
Job Title: _____ ☐ Job offer letter is attached
Street Address: _____
City: _____ State: _____ Zip Code: _____
Contact Person or Supervisor: _____
Email: _____ Phone: _____

Economic Need: I am requesting permission to accept off-campus economic hardship employment due to the following serious, urgent, and unforeseen economic circumstances (attach any relevant supporting documentation):

Recommendation of Academic Advisor:

Advisor's Name: _____ Phone: _____
Signature: _____ Date: _____

Certification from Dean's Office:

Grad/Undergrad Dean's Signature

Name (print)

Date

ISO Advisor's Authorization to begin work: _____