

EMPLOYMENT BASED ON ECONOMIC HARDSHIP

F-1 students are eligible for off-campus employment if unforeseen circumstances beyond the student's control happen. An unforeseen change is defined as any situation that seriously alters a student's financial condition. According to the USCIS, the following scenarios are examples of possible unforeseen circumstances that may qualify for employment based on economic hardship:

- 1) loss of financial aid or on-campus employment without fault of the student;
- 2) substantial fluctuations in the value of currency or exchange rate;
- 3) inordinate increases in tuition and/or living expenses
- 4) unexpected changes in the financial condition of the student's source of support; and
- 5) unexpected expenses such as medical bills.

QUALIFICATIONS

*You have been in F-1 status for at least nine months (one full academic year which is equivalent to two full semesters or nine months from your change of status date)

*Must be in good immigration and academic standing.

APPLICATION PROCEDURE

- ❖ Form I-765
- ❖ New SEVIS I-20 with employment authorization recommendation on back (You must return to ISSS) within one week to sign the new I-20. Your paperwork **cannot** be submitted to USCIS without your signature
- ❖ I-94 card copy of front and back
- ❖ Check for \$340.00 made payable to USCIS (United States Citizenship and Immigration Services)
- ❖ 2 USCIS approved photographs (see next page for instructions)
- ❖ Copies of important passport pages
- ❖ Letter(s) attesting problem
- ❖ Current bank statement
- ❖ Other documents of proof

You may not begin employment until your Employment Authorization Document (EAD) has been issued by the United States Citizenship and Immigration Services.

The approval is given for one year at a time and can be renewed provided that the student remains in good academic and immigration standing and you are able to validate a continued need for employment. Work authorization received while studying at Southern Miss is not valid if you transfer to a new school.

PHOTOGRAPH REQUIREMENT

Two color photographs with a white background taken no earlier than 30 days before submission to the USCIS. They should be unmounted: printed on thin paper; glossy; and unretouched. All photos should be identical. All photos must meet the specifications for full frontal/passport photos.

For more information on photo standards visit the Department of State website at <http://www.travel.state.gov/passport/pptphotos/index/html> or contact the USCIS National Customer Service Center at 1-800-375-5283. Lightly print your name on the back of each photo with a pencil. You may obtain the proper and acceptable photographs on-campus in Photo Services located in McLemore Hall or off-campus at Kinko's or any company that prepares passport type photographs. The cost of the photographs should not exceed \$10.00 depending on the company.