WORK

AUTHORIZATION

BASED

ON

ECONOMIC

HARDSHIP

Revised 07/19/2007
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 $380.00 made payable to DHS (Department of Homeland Security)
- 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.

Revised 11/20/10
USCIS Is Making Photos Simpler


USCIS will accept both three-quarter and full-frontal color photographs until September 1, 2004, after which only full-frontal color will be accepted.

The application process of customers who have already submitted materials that include color photos with the three-quarter standard will not be affected by this change.

All photos must be of just the person. Where more than one photo is required, all photos of the person must 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.

List of forms that require photos is on the back.
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.
Contact Information for OPT/ CPT/ Extension of Stay

Name: __________________________________________

Phone: _________________________________________

Email Address: __________________________________

Student ID #: __________________________________
Department of Homeland Security  
U.S. Citizenship and Immigration Services

I-765, Application For  
Employment Authorization

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☐ Application Approved. Employment Authorized / Extended (Circle One)  
until (Date).

Subject to the following conditions:

☐ Failed to establish eligibility under 8 CFR 274a.12 (a) or (e).

☐ Failed to establish economic necessity under 8 CFR 274a.12(c)(14), (18) and 8 CFR 214.2(f)

I am applying for:  
☐ Permission to accept employment.  
☐ Replacement (of lost employment authorization document).  
☐ Renewal of my permission to accept employment (attach previous employment authorization document).

1. Name (Family Name in CAPS) (First) (Middle)  
Which USCIS Office? Date(s)

2. Other Names Used (include Maiden Name)

3. U.S. Mailing Address (Street Number and Name) (Apt. Number)  
(Town or City) (State/Country) (ZIP Code)

4. Country of Citizenship/Nationality

5. Place of Birth (Town or City) (State/Province) (Country)

6. Date of Birth (mm/dd/yyyy)  
Gender  
☐ Male ☐ Female

7. Marital Status  
☐ Married ☐ Single ☐ Widowed ☐ Divorced

8. Social Security Number (Include all numbers you have ever used, if any)

9. Alien Registration Number (A-Number) or I-94 Number (if any)

10. Have you ever been applied for employment authorization from USCIS?  
☐ Yes (Complete the following questions.) ☐ No (Proceed to Question 12.)

Certification

Your Certification: I certify, under penalty of perjury under the laws of the United States of America, that the foregoing is true and correct. Furthermore, I authorize the release of any information that U.S. Citizenship and Immigration Services needs to determine eligibility for the benefit I am seeking. I have read the "Who May File Form I-765?" section of the instructions and have identified the appropriate eligibility category in Question 16.

Signature  
Telephone Number  
Date

Signature of Person Preparing Form, If Other Than Above: I declare that this document was prepared by me at the request of the applicant and is based on all information of which I have any knowledge.

Print Name  
Address  
Signature  
Date

Remarks  
Initial Receipt  
Resubmitted  
Relocated  
Completed  
Received  
Sent  
Approved  
Denied  
Returned

Form I-765 04/01/13 Y