

ECONOMIC HARDSHIP – DOCUMENTS NEEDED

A student in F-1 status may be eligible to apply for employment authorization based on unforeseen economic hardship. If employment opportunities on campus are not available or are otherwise insufficient, an eligible F-1 student may request off-campus employment based upon severe & unforeseen economic hardship.

You can only apply for Economic Hardship if you:

- Have been in F-1 status for *one full academic year*
- Are in *good standing and a full-time student*

You will need to submit to International Student Specialist:

- _____ Completed I-765 form <https://www.uscis.gov/i-765> Put a code for #16 : **(c)(3)(iii)**
- _____ Photocopy of passport
- _____ A print out of your I-94 number. <https://i94.cbp.dhs.gov/I94/#/home>
- _____ Check or money order for \$520 – Payable to “U.S. Department of Homeland Security”
OR Credit Card: Authorization for Credit Card Transactions (G-1450): <https://www.uscis.gov/g-1450>
- _____ 2 photographs ‘U.S. Passport Style’ (Put your name and I-94# in pencil on reverse side)
- _____ Letter from the student telling details of unforeseen economic hardship
- _____ Letter from sponsor as supporting statement (translated)
- _____ Any other supporting documentation as needed
- _____ E-Notification of Application (G-1145), (optional) if you want to request a text message and/or email when USCIS accepts your form: <https://www.uscis.gov/g-1145>

Once you received updated I-20 and recommendation letter from DSO (International Student Specialist in A&R), you will need to mail all the documents above to USCIS.

USCIS mailing address: (two options)

1. By U.S. Postal Service (USPS):

USCIS
PO Box 805373
Chicago, IL 60680

2. By FedEx, UPS, and DHL deliveries:

USCIS
Attn: I-765 C03
131 South Dearborn - 3rd Floor
Chicago, IL 60603-5517

The USCIS shall adjudicate the application for work authorization based on severe economic hardship on the basis of the I-20, I-765, and any additional supporting materials. Once the employment is authorized, the adjudicating officer shall issue an EAD (Employment Authorization Document). The USCIS will notify the student of the decision. The employment authorization may be granted in one-year intervals up to the expected date of completion of the student’s course of study. The student will need to apply for a new EAD each year. The USCIS may approve the renewal request only if the student is maintaining status and is in good academic standing. The employment authorization is automatically terminated whenever the student fails to maintain status. If a student transfers to another institution, the EAD card is invalid. A student has permission to engage in off-campus work only after the student receives the EAD card.