



Information on J-2 Work Authorization

Office of International Students & Scholars

Revised August 7, 2015

This handout is designed for the J-2 dependents of J-1 Exchange Visitors who wish to seek employment during their stay in the United States.

Eligibility Requirements:

- ✓ You must hold valid J-2 status, and the Exchange Visitor must hold valid J-1 status, as shown on your I-94 Departure Record cards. *8 CFR 214.2(j)(1)(v)(A)*
- ✓ Your income may not be used to support your J-1 spouse or parent. *8 CFR 214.2(j)(1)(v)(A)*
- ✓ You may begin work only after you have received your Employment Authorization Document (EAD) from the U.S. Citizenship and Immigration Services (USCIS). The EAD is an identification card laminated in plastic, with your photograph and the expiration date of your permission to work. *8 CFR 214.2(j)(1)(v)(A)*
- ✓ USCIS can authorize J-2 employment as long as the J-1 Exchange Visitor has permission to stay or for a period of four years, whichever is shorter. Permission to stay expires on the date shown on the DS-2019. *8 CFR 214.2(j)(1)(v)(B)*

Application Procedures:

Before applying, you should consult the international office of your J-1 Exchange Visitor's institution for any procedural changes that may have occurred. Be sure to obtain all the items below.

- Two passport-style photographs (For specifications, refer to <http://travel.state.gov/content/visas/english/general/photos.html>)
- A check or money order for \$410, payable to *U.S. Department of Homeland Security*
- Completed [Form I-765](#), "Application for Employment Authorization." Notes: Fill in the form online and print a paper copy; **do not submit application online**. For Item #16, use code (c)(5)
- Photocopy of your J-2 documents, including:
 - DS-2019
 - Passport identity/expiration page(s)
 - Most recent J-2 visa stamp
 - I-94 printout from cpb.gov (if you have the card, make a copy of both sides)
 - Photocopy of your marriage/birth certificate, showing relationship to J1 visa holder
- Photocopy of the J-1 spouse/parent's documents, including:
 - DS-2019
 - Passport identity/expiration page(s)
 - Most recent J-1 visa stamp
 - I-94 printout from cpb.gov (if the card, make a copy of both sides)
- A **letter from you, the J-2 dependent, requesting work permission**. The purpose of the letter is to demonstrate that income from your earnings will not be used for the J-1 Exchange Visitor's support. *OISS has an example letter available*. In the letter you should indicate:
 - the sources and amounts of the J-1 Exchange Visitor's support
 - statement proving his/her earnings are adequate without income from your employment
 - a reason for wanting to work, which may be a worthwhile interest or activity such as family travel or recreational/cultural activities
- Photocopy of previous EAD card, if applying for an extension of current work authorization

Submitting Your Application:

In most cases, applications for employment authorization for J-2 dependents should be mailed to the USCIS Service Center serving your region. For most Rice J-2 dependents, you will submit your application to the following address:

For USPS Deliveries:
**USCIS
P.O.Box 660867
Dallas, TX 75266**

For Express mail and courier deliveries:
**USCIS, Attn: AOS
2501 S. State Hwy. 121
Business Suite 400
Lewisville, TX 75067**

After You Apply:

- ✓ USCIS may take up to 90 days (or longer) to process applications, and you should receive a receipt notice in the mail confirming your application.
- ✓ You may work part-time or full-time, at any job, for any employer (except that you may not practice medicine, even if you hold a license). There is no legal limit to the amount that you may earn.
- ✓ You will need to apply for a Social Security Number with the Social Security Administration, as your income will be subject to taxes.
- ✓ Work authorization is generally approved for one year at a time.
- ✓ If you wish to continue employment past the end date listed on your EAD card, you must (1) still be in valid J-2 status and (2) apply for an extension from USCIS by following the procedure listed above.
- ✓ Please note that you may not work without a valid EAD card.

"The accompanying spouse and minor children of a J-1 exchange visitor may accept employment only with authorization [...]. A request for employment authorization must be made on Form I-765, Application for Employment Authorization, with fee, as required by the Service, to the district director having jurisdiction over the J-1 exchange visitor's temporary residence in the United States. "Income from the spouse's or dependent's employment may be used to support the family's customary recreational and cultural activities and related travel, among other things. Employment will not be authorized if this income is needed to support the J-1 principal..." 8 CFR 214.2(j)(1)(v)(A)

"J-2 employment may be authorized for the duration of the J-1 principal alien's authorized stay as indicated on Form I-94 or a period of four years, whichever is shorter. The employment authorization is valid only if the J-1 is maintaining status. Where a J-2 spouse or dependent child has filed a timely application for extension of stay, only upon approval of the request for extension of stay may he or she apply for a renewal of the employment authorization on a Form I-765 with the required fee" 8 CFR 214.2(j)(1)(v)(B)