



GENERAL INFORMATION

J-2 dependent family members may apply to the U.S. Citizenship and Immigration Services (USCIS) for permission to accept employment. The employment must be used to support J-2 dependent(s) only and not for the support of the principal J-1 student/scholar.

You do not need a job offer in order to apply for employment authorization. You may begin to work when you receive your Employment Authorization Document (EAD) from the USCIS. The EAD is an identification card with your photograph, signature, and expiration date of your permission to work. An EAD card is valid only for employment, not for traveling outside the U.S. and re-entering.

It may take 90 days for the USCIS to process your application for an Employment Authorization Document.

You may NOT start work until you receive authorization from the USCIS. If you are applying for an extension, you may NOT continue working without a valid EAD Card.

APPLICATION PROCESS

You must file an application with the USCIS to request work authorization.

1. Write a letter addressed to USCIS that includes the following:

- Statement that you are the J-2 dependent of a J-1 student or scholar (include the J-1's name) and that you wish to apply for employment permission.
- The source and amount of the J-1's financial support.
- The reason you wish to be employed (for example: to cover travel expenses, medical bills or children's expenses).
- A statement that any income earned would be used only for yourself and/or your children and not used for the support of the J-1 student/scholar.

2. Obtain Form I-765 "Application for Employment Authorization" at <http://uscis.gov/graphics/formsfee/forms/index.htm>

In completing Form I-765, the following may be helpful:

- Lines 12 to 14 refer to your most recent entry to the U.S. This information is on your I-94 card.
- Line 15 should be the same as line 14 unless your status has changed since your arrival.
- Line 16: Use (C) (5) ().

3. Include the following with your application:

- Completed and signed Form I-765
- Letter from applicant
- Photocopy of both sides of your Form I-94 (small white card) and J-1's Form I-94
- Photocopy front side of the J-1/J-2's SEVIS DS-2019
- Photocopy of document showing funding of J-1 (e.g., bank statement, fellowship letter, etc.)
- Photocopy of marriage certificate.
- Two photographs taken to USCIS specifications. Information:
http://travel.state.gov/passport/pptphotos/composition_checklist.html
- A check or money order for \$340.00* made payable to the Department of Homeland Security.
- A photocopy of the front and back of your present EAD card, if you are applying for an extension.

4. Make a photocopy of your complete application for your records.

5. Mail the application and all supporting documents by *certified mail, return receipt requested*, to:

**U.S. Citizenship and Immigration Services
California Service Center
P.O. Box 10765
Laguna Niguel, CA 92607-1076**

If the USCIS approves your request, they will issue you an Employment Authorization Document (EAD) showing the valid dates of employment.

SOCIAL SECURITY NUMBER

After receiving your EAD Card you will need to apply for a Social Security Number in order to work. Further information about applying for a Social Security number and a map to the nearest Social Security office can be obtained at the International Center.

You will need to take the following documents in order to apply for a Social Security Number:

1. Valid Passport, DS-2019 and I-94 Card
2. Proof of age (passport accepted if the issuance date of the passport is more than a year old from the date you apply)
3. EAD Card

EXTENSION OF STAY AND EXTENSION OF WORK PERMISSION

The USCIS can authorize J-2 employment until the end date on Form DS-2019 up to 12 months.

You should request an extension of your EAD several months before it expires because you may not continue to legally work if your EAD card has expired, even if you have filed an extension.

SAMPLE LETTER OF APPLICATION FOR J-2 WORK PERMISSION

(your street address)
(city, state, zip code)
(today's date)

U.S. Citizenship and Immigration Services
California Service Center
P.O. Box 10765
Laguna Niguel, CA 92607-0765

To Whom It May Concern:

I would like to apply for J-2 work permission. I am the J-2 dependent of [_____] (give spouse's or parent's name), a J-1 [_____] (student/ researcher/professor) at the University of California, Irvine.

As my spouse's (or parent's) DS-2019 shows, s/he receives [_____] (give amount, for example \$20,000 per year) in support from [_____] (give source). This shows that we have enough money to support my [spouse/parent].

I would like to earn money to pay for [e.g., my extensive dental work; or need money for the children's piano/gymnastic/aquatic lessons; to attend the cultural events; to attend professional conferences in the U.S.; travel around the U.S. to experience the American Culture].

Any income I earn will be used only for myself (and my children) and not for the support of my husband/ wife/parent.

Sincerely,
(your signature)
(your name)
(your I-94 Number)

This information is provided to guide you in the application process. The USCIS may ask you for additional information after you submit your application. Processing times are approximate. Refer to the USCIS website for the latest processing time and fees.

USCIS website: <http://uscis.gov/graphics/index.htm>