

How to Apply for Severe Economic Hardship Off-camps Work Authorization

1. Attend/visit ISSS
Presentations

2. Download the instructions and
application forms

3. Bring the completed forms and required items
to ISSS office

4. Pick up I-20 and your submitted
documents

5. Follow the instructions
provided and Mail you application
to USCIS

- Copies of Passport(s) that is valid for six months into the future and most recent visa page.
- I-94 (you can print it out from www.cbp.gov/i94 in case you don't have one).
- Copy of Change of status approval notice(I-797) if you changed your status in the U.S. and have not left the U.S.
- Copy of the EAD card if you have any.
- A personal letter demonstrating that the employment is necessary to avoid severe economic hardship due to unforeseen circumstances beyond your control and on campus employment is either unavailable or insufficient to meet your financial needs.
- All supporting materials.
- Form I-765. This form can be downloaded at www.uscis.gov/i-765
- Form I-912. This form can be downloaded at <https://www.uscis.gov/i-912>
- Form G-1145. This form can be downloaded at www.uscis.gov/g-1145
- 2 color passport type photos taken within 30 days.
- A personal check payable to U.S. Department of Homeland Security for \$410 or Form I-912 (the fee waiver application).