

# EMPLOYMENT OPTIONS FOR F-1



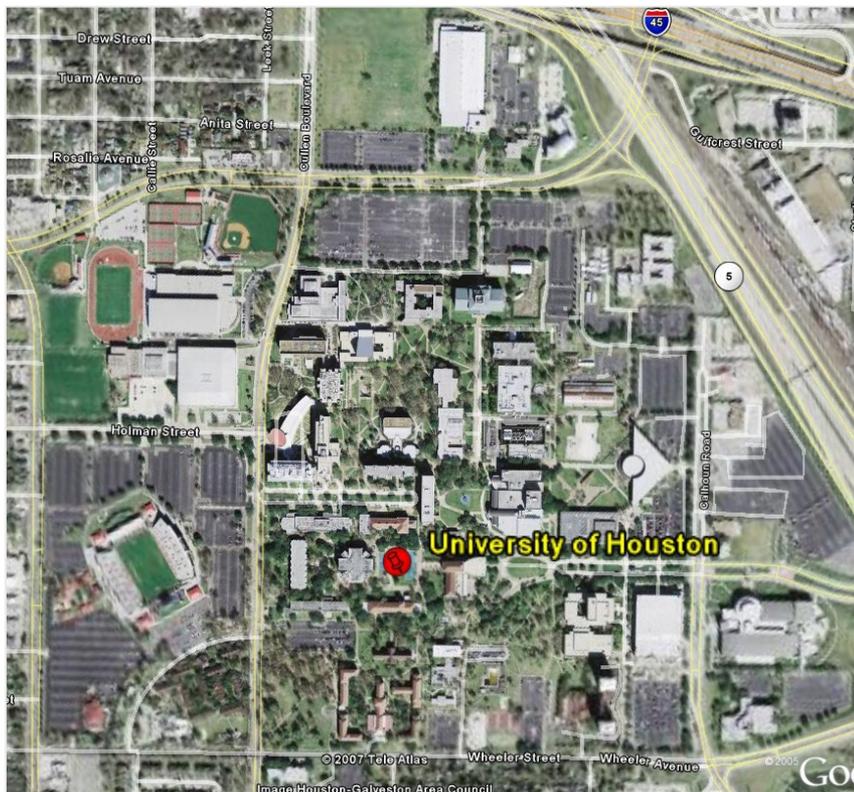
International Student  
and Scholar Services Office  

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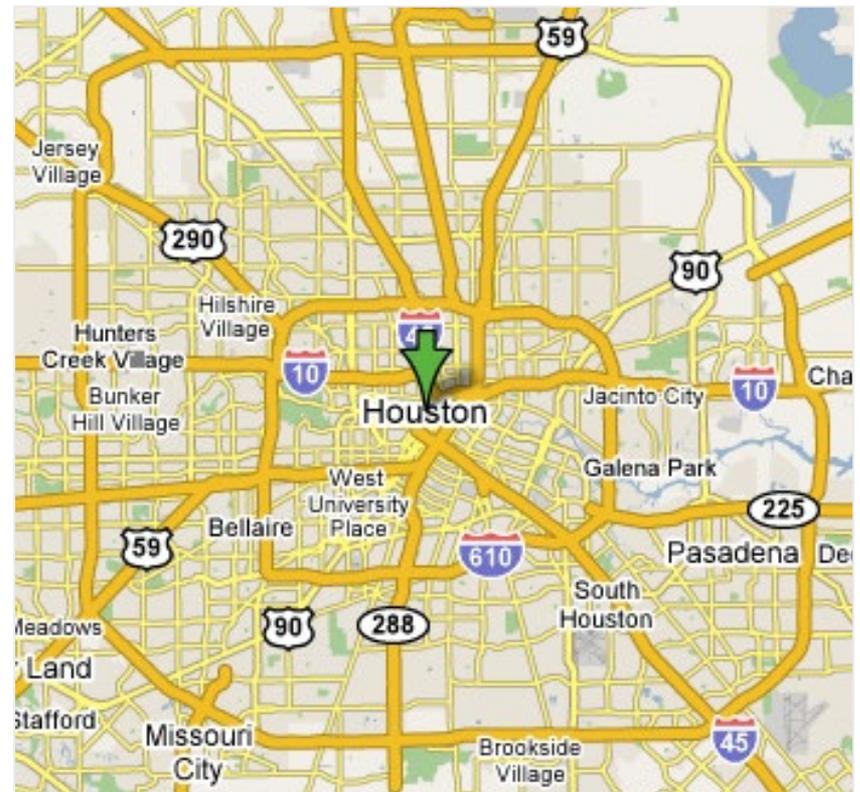
Division of Student Affairs



# F-I EMPLOYMENT CATEGORIES



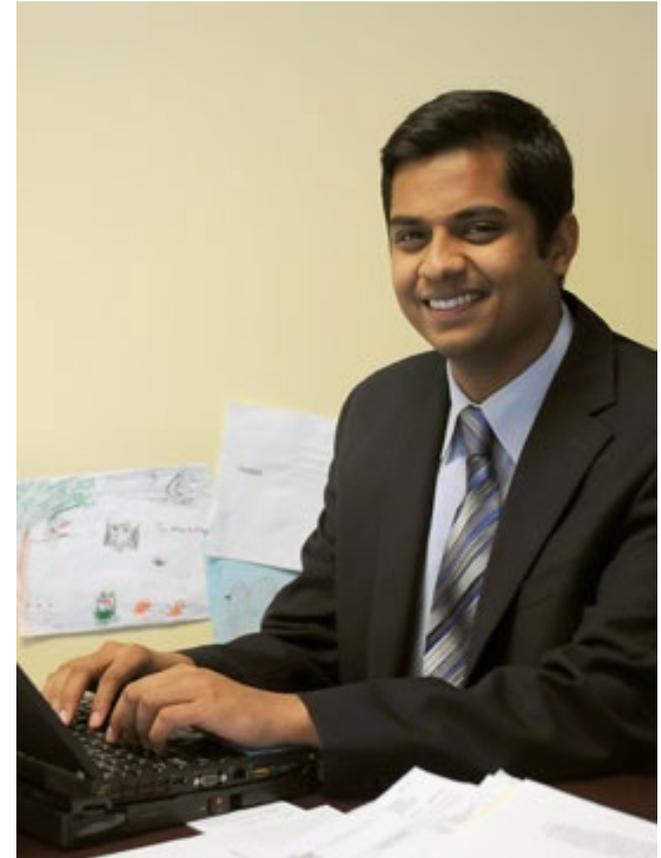
Only the UH main campus, listed on your I-20



Greater Houston area

# ON CAMPUS EMPLOYMENT

- To qualify, be sure to maintain full time status, on F-1 visa.
- Not eligible for “work-study” funded positions, or long-term staff positions.
- Only work at the campus listed on the I-20 (UH Main campus).



# ON CAMPUS EMPLOYMENT

- Full-time F-1 students with a current I-20 may begin working on campus immediately
- Fall/Spring Semesters  $\leq 20$  hours per week
- School breaks  $\geq 20$  hours per week



# ON CAMPUS OPPORTUNITIES

- Most jobs are only advertised in their respective departments (networking)
- Teaching, Research & Academic Support Assistantships (TA/RA)
- Typically these jobs offer in-state tuition
- Visit University Career Services [www.uh.edu/ucs](http://www.uh.edu/ucs)



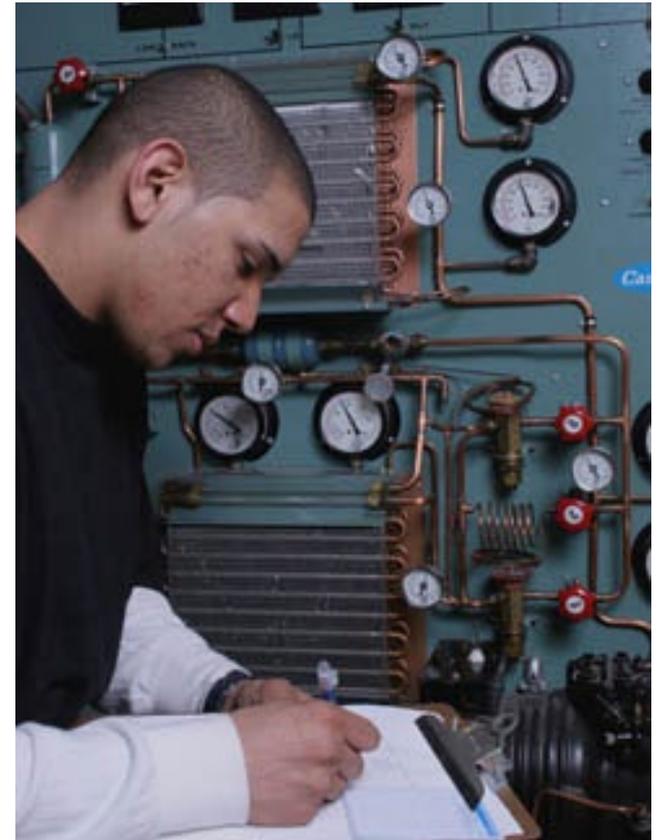
# OFF CAMPUS EMPLOYMENT

- Curricular Practical Training (CPT)
- Optional Practical Training (OPT)



# CURRICULAR PRACTICAL TRAINING: (CPT)

- During degree program
- Renewable each semester – authorized on a “per semester” basis
- Can be granted part-time (unlimited; part-time is up to or including 20 hours per week)
- Can be full time (up to 12 months to keep OPT benefit eligibility) – full time allows work beyond 20 hours per week



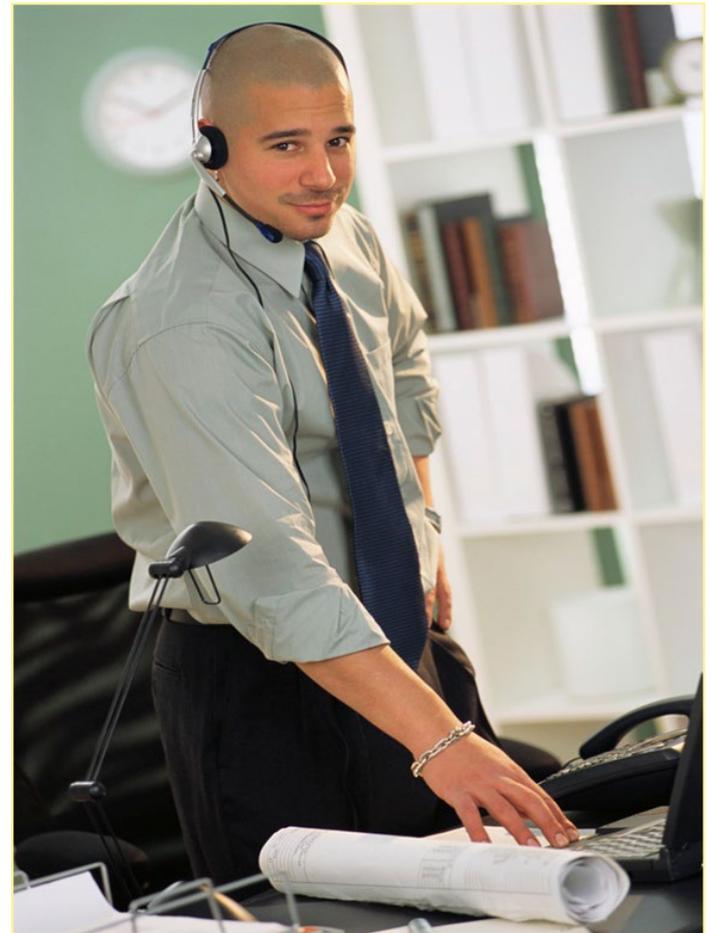
# CURRICULAR PRACTICAL TRAINING: (CPT)

- Minimum eligibility for CPT:
  - Maintaining F-1 status
  - Full Time student for previous one academic year (i.e., Fall & Spring semesters, continuously for 2 main semesters), inside the U.S.
  - Related to your major area of study.



# OPTIONAL PRACTICAL TRAINING (OPT)

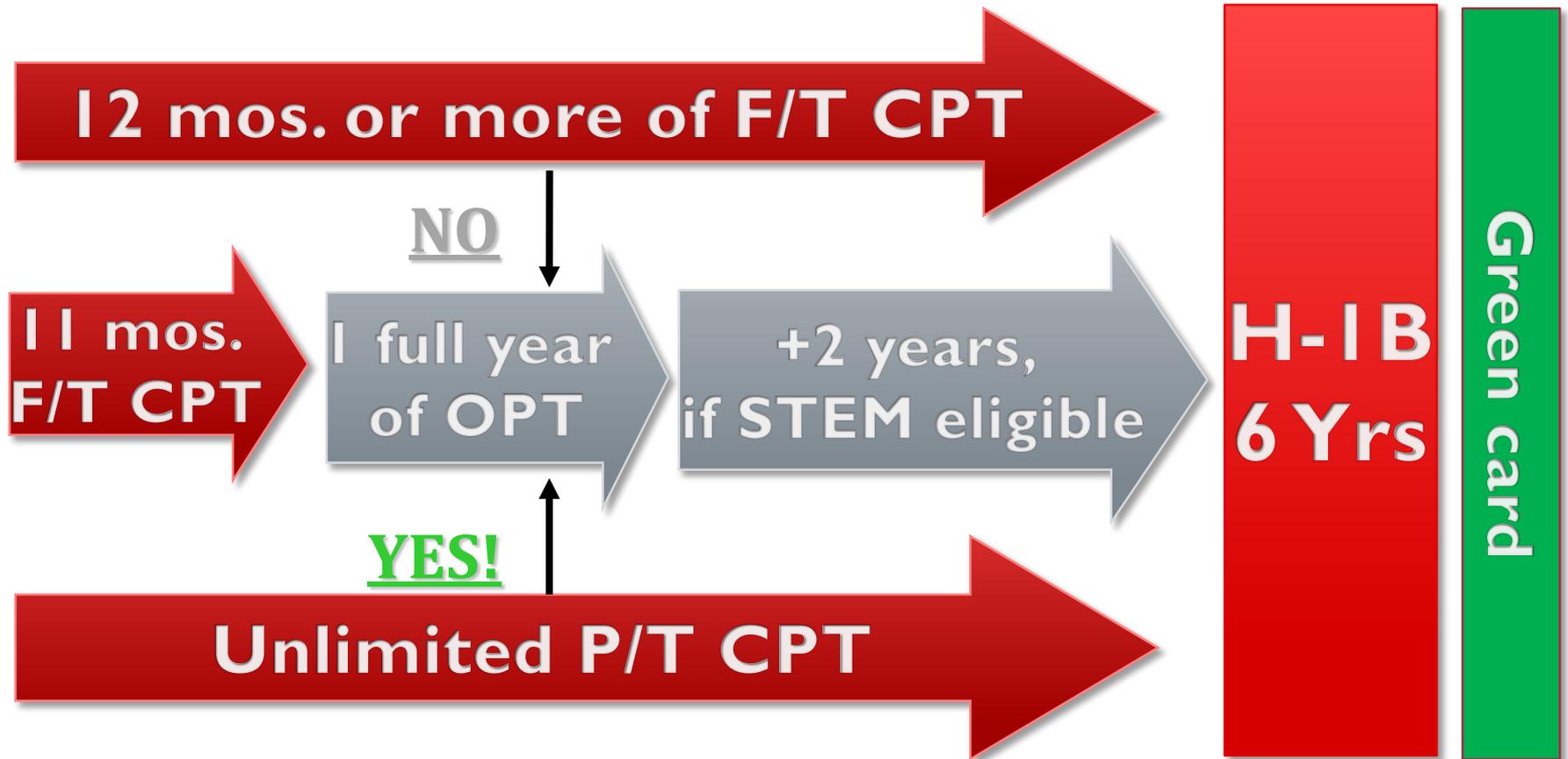
- To work after completing your degree
- Temporary employment usually granted for 12 months
- Related to your major/area of study
- Apply up to 90 days prior to graduation; schedule an OPT workshop appointment during your final semester.
- Bring the required documents with you for OPT workshop.







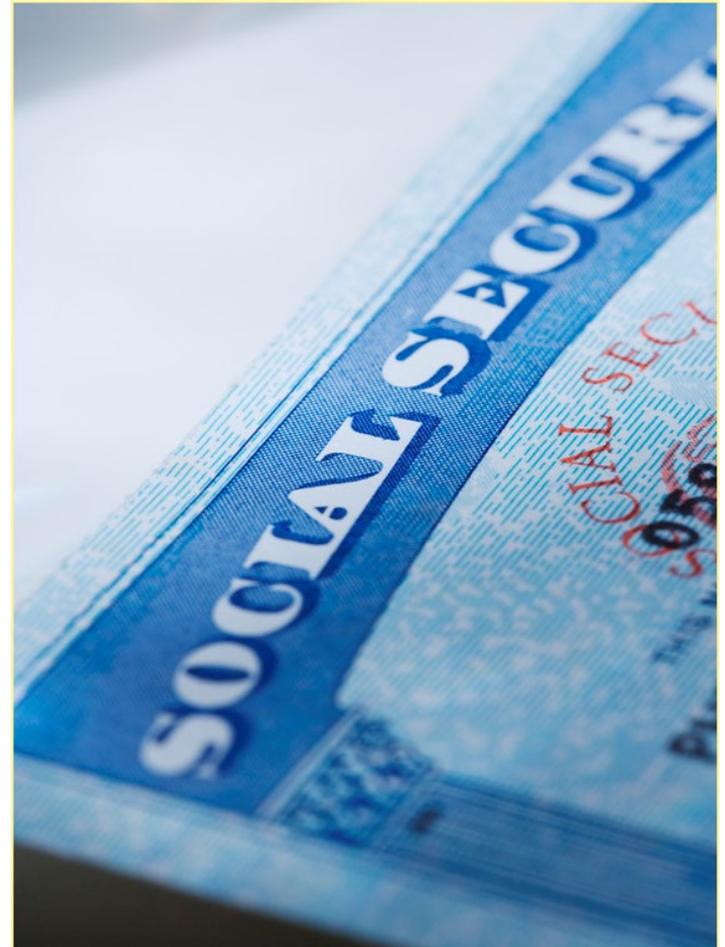
# LONG TERM PLANNING



# SOCIAL SECURITY NUMBER

- SSN is mandatory for all jobs
- One-time application, the number is for your life-time
- Social Security Letter from ISSSO:

Job offer letter from  
the UH employer



# TEMPLATE OF UH JOB OFFER LETTER

UNIVERSITY of  
**HOUSTON**

To Whom It May Concern:

This is evidence of on-campus employment for:

*(Name of F-1 Student)*

**Nature of student's job** (e.g., food services, library aide, research assistant, etc.):

Start Date:

Number of Hours/Week:

# SOCIAL SECURITY NUMBER – FOR AN ON-CAMPUS JOB

- Documentation required by the Social Security Administration (SSA) Office:
  - [1] Job Offer Letter (not older than 30 days)
  - [2] ISSSO Social Security letter (SSN letter)
  - [1] Current I-20 (original)
  - [2] I-94 page – print from CBP website (we gave this to you during Check-In)
  - [3] Passport (original)
  - [4] Visa page (in passport)
  - [5] Fill form “SS-5” – either download it from [www.ssa.gov](http://www.ssa.gov) - or complete it at the SSA Office

**WARNING!**



- Unauthorized employment is illegal, and it is a serious violation of your visa status.

# VISIT OISSS

- For more information on your employment options and to apply for work authorization please visit us.
- [www.uh.edu/oiss](http://www.uh.edu/oiss)
- [isssohlp@central.uh.edu](mailto:isssohlp@central.uh.edu)

