
J-2 Dependent Employment Authorization Request

J-2 dependents may apply to the U.S. Citizenship and Immigration Services (USCIS) for permission to accept employment if such employment is needed for the support of the dependent(s), and not for the support of the J-1. The application should include:

- **Form I-765**, *Application for Employment Authorization* [item #16, the eligibility category for J-2 dependents should be noted as (c)(5)(); this form is found at www.uscis.gov
- Documentary evidence of the **J-1 scholar's funding**, which may include UCD salary noted on the DS-2019, sponsor's letter, or bank statements;
- Documentary evidence of the **relationship of the J-2 and the J-1**, such as a marriage certificate and/or birth certificate of children;
- **Letter** based on SISS sample (*see reverse*);
- **Two photos** (from official passport photo store, such as a FedEx store)
- **Fee of \$410** (subject to change), check or money order payable to "U.S. Department of Homeland Security" with the J-2's name clearly printed in the Memo line on the front of the check;
- Photocopy of J-1's **DS-2019**;
- Copy of J-1's **I-94** (print-out from www.cbp.gov/I94);
- Photocopy of J-2's **DS-2019**;
- Copy of J-2's **I-94** (print-out from www.cbp.gov/I94);
- Photocopy of previously issued Employment Authorization Document (EAD), if applicable.

The application should be sent by CERTIFIED MAIL with return receipt requested to the address on the sample letter. Please be sure to copy all documents and forms before you send them, including your check, and to save any receipts or notices you receive from USCIS. Once the J-2 receives a receipt for the case, it can be tracked online at <https://egov.uscis.gov/cris/Dashboard/CaseStatus.do>

J-2s may also file the I-765 electronically at www.uscis.gov, following instructions on the website.

After processing your materials to determine your eligibility, the USCIS will issue you an Employment Authorization Document (EAD) and mail it to you within California. If you will be moving out of California, you must provide a California address. **If you change your address after submitting your application, you must notify SISS and the Post Office of this change.**

J-2 employment authorization is valid for any kind of employment without limitation as to full-time or part-time and ends when the J-1's authorized stay expires or the EAD expires, depending on which date comes first. Note that employment will be authorized only for the period covered by the J-1's DS-2019. Extension of stay must be accomplished before further employment authorization. If you wish to request an extension of the J-2 employment authorization, you may do so only after extension of stay.

J-2s may not work beyond the ending date of the approved period even if an application for extension of stay and work authorization has been filed with USCIS. To avoid an interruption of your approved employment, submit your application for extension no later than 90 days prior to the expiration date.

Sample Letter

Please print or type the following letter on a separate piece of paper, filling in the missing information. Sign it, and include it with your employment authorization application packet.

Date _____

U.S. Citizenship and Immigration Services (USCIS)
PO Box 21281
Phoenix, AZ 85036

Re: J-2 Employment Authorization for (last name), (first name)

To Whom It May Concern:

I am the J-2 dependent of J-1 Exchange Visitor _____ and I wish to apply for *(an extension of my previously granted)* permission to accept employment. My *(spouse) (parent)* receives a *(stipend) (salary) (grant)* in the amount of _____ from _____ sufficient to provide for all of *(his) (her)* expenses. I wish to be employed to provide for my expenses *(and those of my children)*, such as *(please describe what expenses you will be covering with your salary from working)*. Any money which I earn from such employment will *(continue to)* be used exclusively for my support *(and that of my children)* and not for the support of my *(spouse) (parent)*. Documentary evidence of my J-1 *(spouse's) (parent's)* ability to support *(himself) (herself)* and a list of our monthly expenses including housing costs, subsistence, childcare etc. are enclosed. Please grant me *(an extension of my previously approved)* permission to be employed.

Sincerely,

Signature

Print Name
Address