

Illinois Institute of Technology

International Center
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J-2 Dependent Work Authorization

06/07

1. Conditions

- J-2 is in valid status and has a valid DS-2019 form
- Employment is not needed to support the J-1 visitor

2. Procedures

Please complete the following documentation:

- I-765 form, please write: (c) (5) in point 16.
<http://www.uscis.gov/files/form/I-765.pdf>
- Check for \$340 payable to CIS
- 2 photographs
- Copies of DS-2019 forms (yours and J-1 principal's)
- Copies of passports, visas & I-94 cards (yours and J-1 principal's)
- Personal letter requesting the work authorization and stating your reasons for doing so. Acceptable reasons for example would be following: to obtain professional experience, to pay for your educational expenses, to afford the travel and/or to experience the American way of life. **The letter should include the statement that the income will not be used to support the J-1 visitor.**

Mail your completed application to this address:

**United States Citizenship and Immigration Services
P.O. Box 87765
Lincoln, NE 68501-7765**

In 2 to 4 weeks you will receive a notification from US CIS confirming the receipt of your application. Once you know your case number listed in the upper left corner of the notification (LIN followed by numbers), you will be able to check the status of your application on line at <http://uscis.gov/graphics/index.htm>. The approval process takes anywhere from 60 to 120 days. You may begin to work only after you receive the EAD card (Employment Authorization Document).

3. Other

- Work authorization may be given up to one year at a time, or until your DS-2019 expiration date, whichever is earlier
- If you are applying for renewal of your employment authorization card, please attach a copy of your previous EAD card and follow the steps outlined under Procedures.
- Once you receive your EAD you will be eligible to apply for the Social Security Card.