

Severe Economic Hardship Employment Authorization

What is Severe Economic Hardship (EH) for F-1 students?

New, unexpected circumstances beyond your control creating severe economic hardship. These may include:

- Loss of financial aid or on-campus employment (if you are not at fault)
- Devaluation of the currency you depend upon to pay expenses
- Unexpected changes to your sources of financial support
- Unexpected large medical bills
- Other substantial, unexpected expenses

The employment authorization is granted by USCIS in increments of one year at a time. The authorization allows you to work for any employer up to 20 hours per week while you are registered full-time. You may work more than 20 hours per week during breaks and summer. EH employment authorization is automatically terminated if you graduate, fall out of status, or transfer to a new school. This employment will not affect your OPT.

Eligibility Requirements:

You must have remained enrolled for at least one academic year. You must be in valid F-1 status, in good academic standing, and enrolled in a full course of study. You must be able to show that working will not adversely impact your ability to attend school full-time and maintain academic standing. You must show evidence that severed economic hardship due to unforeseen circumstances is beyond your control.

Required Application Documents:

- [Form I-765](#) (completed and signed), with eligibility category (c)(3)(iii)
 - Note: Special Student Relief cannot be applied for online through USCIS, you must submit the paper application
 - Go to the I-765 website and download the most recent version of the PDF form
 - Type in the PDF, do not handwrite
- **USCIS fee**, check, money order, or cashier's check made payable to: "U.S. Department of Homeland Security"
 - NOTE: Spell out U.S. Department of Homeland Security, DO NOT use initials USDHS or DHS
 - DO NOT sign the back of the check or money order
 - If you wish to use a credit card, use [Form G-1450](#)
 - See [I-765 website](#) to see the current fee amount
 - **An applicant who is unable to pay the fee may submit a completed Form I-912, Request for Fee Waiver, along with the Form I-765 Application for Employment Authorization. See www.uscis.gov/feewaiver. The submission must include an explanation of why USCIS should grant the fee waiver and the reason(s) for the inability to pay, and any evidence to support the reason(s).*
- [Form G-1145](#), to request an email/text message notification from USCIS.
 - Type in the PDF, do not handwrite
- A letter describing your financial difficulties and why on-campus employment opportunities are unavailable or insufficient; include supporting evidence.
- [I-94 Record](#), most recent. Obtain your most recent I-94 online on the CBP website: <https://i94.cbp.dhs.gov/i94/#/home>
- **F-1 visa**, copy (if you applied for the F-1 visa abroad), OR a copy of the I-797 Change of Status to F-1 approval notice form (if you changed visa status in the U.S.)
- **Passport**, most recent
- [Two 2x2 immigration-style/passport photos](#) - face forward, looking directly at the camera

- Make sure it meets US government requirements of the paper photo here
- Very lightly write your name & SEVIS ID number on back of each photo.
- We recommend using a professional U.S. passport photography service to ensure photos are correct
- **Form I-20(s)** with previously endorsed OPT, CPT, or economic hardship, if applicable, all 3 pages in one PDF file
- **Unofficial transcript copy**
- **Previous EAD card**, copy (if applicable)

Applications take an average of 2-3 months to process. Approximately 2-4 weeks after you send in the application you will receive a receipt in the mail from USCIS stating they have begun processing your application. Your KIC Advisor will provide you with the mailing address when you apply.

Please provide the information below. Your SSR will be requested in 12-month increments. Keeping in mind the processing times mentioned above, please indicate your preferred employment start date (roughly 60-90 days from today) and end date.

Student Name

TECH ID

Telephone #

Employment Start Date (mm/dd/yy)

Employment End Date (mm/dd/yy)