Severe Economic Hardship

Application Information

USCIS makes case-by-case decisions for off-campus employment for students who can show that new, unexpected circumstances beyond their control have created severe economic hardship. These may include the following:

- Loss of financial aid or on campus employment (if the student is not at fault)
- Large increases in tuition or living costs
- Substantial decrease in the relative value of currency the student depends upon to pay expenses
- Unexpected changes in the financial conditions for a student's sources of financial support
- Unexpectedly large medical bills not covered by insurance
- Other substantial, unexpected expenses

Eligibility:

- Must have remained enrolled for at least one academic year, in status and in good academic standing
- Must be unable to get on-campus employment, or the pay from available on-campus employment must be insufficient to meet financial needs

Steps:

1. Request approval from DSO. DSO will note off campus employment request in SEVIS and endorse I-20
2. Complete Form I-765 (Enter (c)(3)(iii) on questions 27 of app.) No later than 30 days after DSO endorsement
3. Gather Supporting Evidence:
   a. Letter from DSO stating student status and need for off campus employment
   b. Personal statement from student explaining need for off campus employment
   c. Transcript showing student has been enrolled full time for at least one year
   d. Bank statements, medical documents, or any relevant documentation to support request
4. Gather additional documents:
   a. Copy of form I-94, Passport, Visa
   b. Copy of last EAD (if applicable)
   c. Two identical passport style photographs
   d. Copy of driver’s license (if applicable)

Once Approved:

- If USCIS approves the application, the student will receive a Form I-766, "Employment Authorization Document (EAD) from USCIS and can begin working
- Approval for off-campus employment is good for one year. If the F-1 student needs to continue working off-campus, the student must re-apply at least 90 days before the EAD expiration date.

How to pay ($410):

- Pay by money order, personal check, or cashier’s check made payable to “Department of Homeland Security”
- Pay by credit card using form G-1450
- Request a fee waiver using form I-912

Where to file: For students living in Texas, send completed packet to either of the following addresses:

For U.S. Postal Service (USPS)
USCIS
P.O. Box 660867
Dallas, TX 75266

For FedEx, UPS, and DHL
USCIS Attn: NFB AOS
2501 S. State Hwy. 121 Business Suite 400
Lewisville, TX 75067