

Request for Severe Economic Hardship Employment Authorization

Severe economic hardship employment was established to provide students who have experienced a legitimate and unforeseen economic hardship since obtaining F-1 status the opportunity to obtain employment authorization. Just what constitutes a legitimate and unforeseen economic hardship is debatable. Some examples would include:

- loss of on-campus employment;
- unexpected loss of a scholarship;
- serious currency devaluation when the funds come from abroad;
- excessive tuition and fee increases; medical bills;
- burglary or robbery (with a police report);
- substantial increases in living costs;
- disruption of a sponsor's income;
- death of a sponsor, etc.

Overview of the Authorization Process

1. Document your "severe" and "unforeseen" economic hardship to UC International Services using the form within this document.
2. Complete the form and compile all required documents. Once you have all required documents assembled, call 513-556-4278 to schedule an appointment with UC International Services for review.
3. If we determine the circumstances to be a severe and unforeseen, we will recommend to the DHS approval of your application for a work permit. Our recommendation does not guarantee approval of your application.
4. If granted, the work permit is valid for part-time employment (20 hours a week or less while school is in session) and full time during scheduled breaks.

Request Form

Name of Student

Email Address

Degree Objective

UC ID Number

Date started at UC

(If you have not been in F-1 status for at least one full academic year, you are not eligible to apply for work permission.)

Did you ever receive an RA / GA at UC? (Circle one) Yes No
If yes, list dates: _____

Are you currently receiving an RA / GA at UC? (Circle one) Yes No
If yes, stipend amount: \$_____

Are you currently receiving a UGS? (Circle one) Yes No

Reason(s) for requesting work permission:

The change in your financial situation must be unforeseen and through no fault of your own. All reasons must be verified with supporting documentation. For example, if you lost departmental funding, a letter must be supplied from the department describing what funding has been lost and that it was through no fault of your own.

How much money do you have in the bank? \$_____

A bank statement must be submitted. In addition, you must also prepare an expense sheet list all monthly bills you pay and any income you are receiving.

Preparing for Your Appointment

Once you have completed the form, call 513-556-4278 to make an appointment with a UC International advisor. Bring the following documents with you to your appointment:

- Documentation of reason for severe economic hardship
- Bank statement
- List of monthly expenses and income
- Copies of current I-20, passport, visa, and I-94 record
- [Completed I-765](#)
 - For question 16, your Eligibility Category is (c) (3)(iii).
 - Don't forget to sign, date, and put your phone number on the certification line.
- [Complete form G-1145](#)
- A check for \$410.00 made out to the Department of Homeland Security, or a completed [Form G-1450 – Authorization for Credit Card Transactions](#)
- 2 passport-style photos. Review the Department of State's requirements before taking the photos.

During your appointment, your documents will be reviewed and your eligibility will be determined. If UC International Services thinks you qualify, all of your documents will be mailed to U.S. Citizenship and Immigration Services in Lincoln, Nebraska.

If approved, you must provide a copy of your Employment Authorization Document (EAD) to UC International Services.

I certify that the above information provided on this form is correct and complete.

Student's signature

Date