



The United States Citizenship and Immigration Services (USCIS) will consider an application for J-2 Work Authorization under certain conditions:

1. The employment must not in any way financially support the J-1 principal holder;
2. The employment must be solely for the benefit of the J-2 holder. These benefits may include a desire to continue uninterrupted practice in professional field and/or a need to provide additional funds for the J-2's personal expenses;
3. The J-2 holder must have full intention to return to his/her home country when the J-1 principal holder returns; and,
4. The J-2 holder must have a valid passport and authorized stay in the U.S.

**In order to make an application, the following items must be submitted to USCIS:**

- A letter addressed to the States Citizenship and Immigration Services (USCIS) explaining why the J-2 holder wishes to be employed. Particular attention should be paid to the information printed above. ***The letter must contain the J-2's U.S. address, phone number, passport information and a statement, with any supporting evidence showing, that the J-2's employment is not necessary to support the J-1 but is for other purposes;***
- Legible photocopies of all the J-1's pink copies of Form DS-2019;
- Legible photocopies of J-1's and J-2's Form I-94 (front and back);
- Completed Form I-765 with applicant's original signature;
- Two color photographs. Please refer to the US CIS website for exact photograph instructions [www.uscis.gov](http://www.uscis.gov) Lightly print your name, your date of birth, and your A#, if known, on the back of each photo with a pencil. *It is recommended that you place the photographs in a small envelope and staple it to top of the I-765 application.*
- \$340.00 Filing Fee (money order, cashier's check, or personal check payable to the US Citizenship and Immigration Service) CASH IS NOT ACCEPTED.

All documents must be mailed by the J-2 to the USCIS-TSC, P.O. Box 851041, Mesquite, Texas 75185-1041. It is recommended that documents be mailed by certified mail return receipt. Keep copies of all documents for your records.

If you need more instructions, Form I-765 is located at <http://uscis.gov> under INS Forms.

The Texas Service Center estimates that it will take a minimum of 90 to 180 days to process the EAD and return it to the applicant at the address shown on the I-765. **If unforeseen delays beyond 90 days occur in INS processing, the J-2 dependent may apply for an interim EAD at the District Office. (See your advisor for further assistance.)**

**PLEASE NOTE: UNDER NO CIRCUMSTANCES MAY THE J-2 HOLDER BE EMPLOYED UNLESS USCIS HAS AUTHORIZED THE EMPLOYMENT.** To begin or continue work without this authorization is a violation of your visa status and will jeopardize your continued stay in the U.S.