F-1 EMPLOYMENT FOR ECONOMIC HARDSHIP

PURPOSE

This F-1 employment category allows students to apply for work authorization in fields unrelated to their academic program. Eligible students must convince the United States Citizenship and Immigration Services (USCIS) that they face “severe economic hardship due to unforeseen changes in their financial circumstances.” Such circumstances may include, but are not limited to, loss of financial aid or on-campus employment, substantial fluctuations in the value of international currencies or exchange rates, inordinate increases in tuition and/or living costs, unexpected changes in the financial condition of a student's source of support, medical bills, or other substantial and unexpected expenses.

GENERAL ELIGIBILITY CRITERIA

♦ Must be in good academic standing and have been registered as a full-time student since last arriving to U.S. as an F-1 student.
♦ Must have been in valid F-1 status (with a Howard University Form I-20) for a minimum of 9 consecutive months immediately prior to submitting an application -- this includes transfer students from U.S. universities.

Students who satisfy the above general criteria must also meet the following specific requirements:

✔ Demonstrate unforeseen severe economic hardship.
✔ Demonstrate that employment opportunities on campus are unavailable or insufficient.
✔ Demonstrate that acceptance of employment will not interfere with carrying a full course of study.

Consult with the International Student Advisor concerning these requirements

APPLICATION PROCESS

1. Prepare draft letter to USCIS explaining your unforeseen financial circumstances. You must include a specific breakdown of your current source and amount of income and your current expenses.
2. Schedule an appointment with an International Student Advisor. Be prepared to discuss your financial need in detail. The Advisor will review your draft letter and provide you with complete application instructions.
3. Schedule a second appointment with an Advisor to complete the application process.

Completed applications will be forwarded to the USCIS.

THE USCIS APPLICATION REVIEW PROCESS WILL TAKE 4 TO 12 WEEKS. IF GRANTED, THE EMPLOYMENT AUTHORIZATION WILL BE VALID FOR ONE YEAR