

UNFORESEEN SEVERE ECONOMIC HARDSHIP OFF-CAMPUS EMPLOYMENT

F-1 students are eligible to apply for off-campus employment based on severe economic hardship provided:

- (1) they are in good academic and financial standing with Troy University and carrying a full course of study;
- (2) they can demonstrate unforeseen severe economic hardship;
- (3) employment opportunities on campus are unavailable or insufficient;
- (4) they have been in F-1 status for 1 academic year; and
- (5) acceptance of employment will not interfere with the students' carrying a full course of study.

USCIS states that circumstances deemed "severe economic hardship due to unforeseen circumstance beyond the student's control" may include "loss of financial aid or on-campus employment without fault on the part of the student, substantial fluctuations in the value of currency or exchange rate, inordinate increases in tuition and/or living costs, unexpected changes in the financial condition of the student's source of support, medical bills or other substantial and unexpected expenses." (8 CFR 214.2(f)(9)(ii)(C)), Federal Register, 20 July 1992, p. 31955).

Students wanting to apply for off-campus employment based on severe economic hardship will need to make a good-faith effort to locate employment on campus.

Students enrolled in schools with semester calendars are expected to complete the equivalent of 2 semesters to be eligible for off-campus employment based on severe economic hardship.

Procedures

Submit the application in the following order to the International Student Advisor:

1. \$340 Fee check or money order made payable to Department of Homeland Security
2. Cover Letter-One page outlining what is requested and the reasons the student is entitled to apply for Unforeseen Severe Economic Hardship
3. Two recent EAD photos/passport style
4. Form, I-765 and copies of all prior I-20s, visa and photo page from passport
5. Supporting Documentation
6. I-94 – photocopy of front and back
7. Official Transcripts
8. Students will also want to submit supporting materials documenting the unforeseen nature of the economic hardship and, to the extent possible, the unavailability of employment on campus. Documentation might include: a letter from the student explaining the circumstances of the hardship, copies of a recent exchange transaction showing the currency level or a letter from the primary source of funding indicating why the hardship could not have been foreseen.

DHS will notify the student of the decision. If employment is authorized, USCIS will issue the student an Employment Authorization Document (Form I-688B). The student cannot begin employment until he or she obtains the EAD card. Employment authorization will be granted in 1-year intervals up to the expected date of completion of the student's course of study. Off-campus employment based on economic hardship can only be renewed by the DHS and only if the student continues to maintain lawful status and good academic standing. If the application is denied, USCIS will indicate the reason for the denial. A denial may not be appealed. [8 CFR 214.2(f)(9)(ii)(F)]