WORK AUTHORIZATION FOR J-2 DEPENDENTS

J-2 dependents can obtain work authorization from the Department of Homeland Security. The work may be of any kind, on- or off-campus. Their income from the work must not be for the support of the J-1 student or scholar to whom the J-2 is related. J-2s may work only if the income is to be used for their own support (and perhaps that of other people in the family).

***It can take at least 90 days to receive an Employment Authorization Card***

Procedure

To apply for work authorization as a J-2 visa holder, assemble the following documents:

- Completed Form I-765 (available at [www.uscis.gov/i-765](http://www.uscis.gov/i-765)). Please be sure to download the Form from USCIS website to get the most recent one.
  - Part 2, question 1 – full legal name as it appears on the passport of the J-2 applicant
  - Part 2, question 14 – be sure to answer yes if you don’t have a social security number
  - Part 2, question 21 to 24 – relevant information are available on your passport and most recent I-94 ([https://i94.cbp.dhs.gov/I94/#/home](https://i94.cbp.dhs.gov/I94/#/home), including under the travel history tab).
  - Part 2, question 25 – current status is J-2
  - Part 2, question 26 – the SEVIS # is listed on the right upper corner of the J-2 Dependent’s DS-2019
  - Part 2, question 27 – eligibility category is (c)(5)
  - Part 2, questions 28 to 31 – leave it blank
- Two recent, passport-style photos in an envelope labeled with your name (see specifications at [https://travel.state.gov/content/visas/en/general/photos.html](https://travel.state.gov/content/visas/en/general/photos.html))
- $410 check or money order made payable to “US Department of Homeland Security” (no abbreviation)
- Printout of Form I-94 (yours and your J-1 relative’s)
- Copies of the biographical, visa, and expiration (if applicable) pages in passport (yours and your J-1 relative’s)
- Copy of your marriage certificate with a certified translation in English
- Copies of all DS-2019s (yours and your J-1 relative’s)
- Cover letter requesting work authorization (sample below)

Complete and detailed instructions are available on USCIS website under the tab “Instructions for Form I-765”

Paperwork should be printed one sided only, stapled, and mailed via certified/return receipt mail (copy or scan all documents before mailing) to:

<table>
<thead>
<tr>
<th>If using U.S. Postal Service (USPS)</th>
<th>If using FedEx, UPS or DHL</th>
</tr>
</thead>
<tbody>
<tr>
<td>USCIS</td>
<td>USCIS</td>
</tr>
<tr>
<td>P.O. Box 660867</td>
<td>Attn: NFB AOS</td>
</tr>
<tr>
<td>Dallas, TX 75266</td>
<td>2501 S. State Hwy. 121 Business</td>
</tr>
<tr>
<td></td>
<td>Suite 400</td>
</tr>
<tr>
<td></td>
<td>Lewisville, TX 75067</td>
</tr>
</tbody>
</table>
Sample Cover Letter for Application for J-2 Work Authorization

Date

USCIS Address

Re: Application for Work Authorization for J-2 Dependent

To Whom It May Concern:

I am the J-2 dependent of J-1 exchange visitor (insert name of J-1), and I am writing to request authorization to work. My (spouse/father/mother) receives (salary, stipend, grant, etc.) from (source of funds) sufficient to provide for all of (his/her) expenses. I want to be employed to provide for my own expenses (and those of my child/children). Any income from my employment will be used exclusively for my support (and that of my child/children) and not for supporting my (spouse/parent).

Enclosed are photocopies of my and my J-1 relative’s Forms DS-2019(s), Forms I-94, and biographical and visa passport pages of our current passports.

Sincerely yours,

(Signature)  
(Name-typed) 
(Address)