



ECONOMIC HARDSHIP FORM

Please note that by completing and submitting this form, you are acknowledging that you have understand that it is the applicant’s responsibility to ensure that all information is true and correct as well as having researched the Economic Hardship through USCIS and SEVIS websites for the most thorough and up to date information.

THE INSITUTION DOES NOT APPROVE OR DENY ECONOMIC HARDSHIP. YOU MUST FOLLOW USCIS’S APPLICATION INFORMATION.

Economic Hardship: According to USCIS: It is permission granted to F-1 students by U.S. Citizenship and Immigration Services (USCIS) to work off-campus on the basis of “severe economic hardship due to unforeseen circumstances beyond the student’s control” [8CFR 214.2(f)(9)(ii)(c)].

LENGTH OF ELIGIBILITY: VISIT USCIS & SEVIS FOR INFORMATION AND RE-APPLICATION

Eligibility: To be eligible for Economic Hardship employment authorization, you must document that:

You have been in valid F-1 status for at least one academic year (48 units for undergraduate 32 units for graduate).

- You are experiencing economic hardship based on unforeseen circumstances (see below) that arose after you obtained F-1 status.
- You are currently in good academic standing and are carrying a full course load.
- Part-time Canadian border commuter students are not eligible for Economic Hardship work authorization.
- Employment opportunities on campus are unavailable or insufficient.
- Acceptance of employment will not interfere with your full-time study.

Required information for I-20:

NAME (As it appears on Current I-20)		
SEVIS ID		
COMPLETED QUARTERS****Completed Quarters are quarters that have been successfully completed (C or better completions)		
Provide proof that the student is enrolled in a full course of study.	UNOFFICIAL TRANSCRIPT	
Can show that working will not adversely impact the ability to attend school full-time and maintain academic standing.	TYPED, SIGNED, DATED STATEMENT	
Can show severe economic hardship due to unforeseen circumstances beyond the student's control.	TYPED, SIGNED, DATED STATEMENT	
Start/Begin Date (MM/DD/YYYY)		
End Date (MM/DD/YYYY)		

By signing, completing, and submitting this form, I acknowledge that I understand that it is my responsibility to ensure that all information is true and correct. I also acknowledge that I have been advised to research the Economic Hardship through USCIS and SEVIS websites for the most thorough and up to date information.

SIGNATURE

DATE (MM/DD/YYYY)

04/2020



Personal Letter Format for Economic Hardship

SAMPLE

DATE

INSTITUTION NAME

INSTITUTION ADDRESS

TO WHOM IT MAY CONCERN,

My name is <NAME AS APPEARS ON PASSPORT & I-20> and this is a personal statement to request employment based on sever economic hardship.

<Explain what has changed that has caused your financial hardship.>

<Explain how you will maintain your F-1 status while employed.>

<Explain that the additional employment will assist you in supplementing your income source and identify that other source. Remember that if you have NO other resources, USCIS will deny your employment authorization based on the fact that no one is able to finance full-time coursework and pay for living expenses on income generated from a part-time job.>

<Explain how a denial will cause you great hardship, and the importance of obtaining the degree you are seeking/how your course of study will help you academically or professionally after you leave the United States.>

Thank you for your kind consideration of my application.

Sincerely ,

STUDENT NAME

STUDENT ADDRESS

STUDENT PHONE NUMBER

STUDENT EMAIL