**J-2 EMPLOYMENT**

**Eligibility Requirements**

- In order to be eligible to apply for J-2 employment the J-1 Exchange Visitor must hold valid status.
- The J-2 dependent (child or spouse) must also hold valid status.
- You must get permission from the US Citizenship and Immigration Services (USCIS).

**Important Information**

- “A J-2 dependent will not be able to obtain a Social Security number unless in possession of an Employment Authorization Document (EAD).”
- The income earned in the employment may not be used to support the J-1 Exchange visitor. Income can be used for recreational activities.
- You **cannot** begin working until you receive your EAD from USCIS and the date stipulated on the card has been reached.
- You may work part-time or full-time at any job, for any employer but only for the period of time specified on the EAD.
- There is no legal limit to the amount you may earn.
- USCIS can authorize J-2 employment for as long as the J-1 Exchange Visitor has permission to stay or for four years, whichever is shorter, however, USCIS typically grants employment for one year at a time.
- J-2 must submit all application documents each time an employment extension is needed regardless of whether the employment is **not** interrupted. However, if the employment application is not adjudicated in time, the employment **must cease** until the date on the new EAD is reached.
- The earnings of J-2 dependents are subject to applicable federal, state and local taxes, and Social Security. Employers are required by law to withhold these taxes from paychecks.

**Application Procedure:** It may take USCIS approximately 90 days or more to process this employment request.

1. Type and download form I-765 from USCIS: [https://www.uscis.gov/i-765](https://www.uscis.gov/i-765)
2. Check or money order payable to US Department of Homeland Security for $410.00 (fee subject to change).
3. Provide two photographs of yourself. Photos must meet USCIS specifications.
4. Submit a letter requesting work permission in which you state:
   4a. Reasons for desiring employment
   4b. Money will not be used to support J-1
5. Submit photocopies of the following documents:
   5a. I-94 card of J-1 Exchange Visitor or I-94 number printout [https://i94.cbp.dhs.gov/I94/](https://i94.cbp.dhs.gov/I94/)
   5b. I-94 card of J-2 dependent or I-94 number printout [https://i94.cbp.dhs.gov/I94/](https://i94.cbp.dhs.gov/I94/)
   5c. J-1’s current DS-2019 form
   5d. J-2’s current DS-2019 form
   5e. J-2 passport biographical pages
   5f. J-2 visa page
   5g. Previous EAD (if any)

Mail documents by certified mail or return receipt requested to:

USCIS Dallas Lockbox  
USCIS  
P.O. Box 660867  
Dallas, TX 75266