

J-2 employment may be authorized by USCIS. The Employment Authorization Document may be issued for up to a 12-month period and may be renewed yearly. It may not exceed the program length of the J-1. J-2 dependents are eligible to apply for permission to work from USCIS through a Form I-765 Application for Employment Authorization. The J-2 dependent may begin employment only after having received the approved EAD from USCIS. The regulation states that employment may not be granted when the earnings are to be used to support the J-1 visa holder. Rather, the earnings must be used for the "Family's customary recreational and cultural activities and those related to travel." Source: 8 CFR 214.2(j)(1)(v)(A)

**Required documents:**

- Form I-765 (<http://www.uscis.gov/i-765>) - mark (c)(5) on section 16 and make sure the form is signed clearly and not dated until ready to mail in to USCIS.
- Form G-1145 E-Notification of Application/Petition Acceptance ([www.uscis.gov/g-1145](http://www.uscis.gov/g-1145))
- I-765 Application Fee - a check or money order made to the Department of Homeland Security for \$410
- Two photos meeting passport photo requirements as listed on the U.S. Department of State website (<http://travel.state.gov/content/passports/english/passports/photos/photos.html>) - student's name and SEVIS number should be listed on the back of each photo and the photos should be placed in a small envelope and mailed with the Form I-765
- Photocopy of the passport identification page and photo page of the J-1 and J-2 visa holder
- Photocopy of the visa of the J-1 and J-2 visa holder
- Photocopy of the DS-2019 of the J-1 and J-2 visa holder
- Arrival/departure record (I-94) of the J-1 and J-2 visa holder
- Proof of relationship, such as a marriage or birth certificate (officially translated in English)
- A written statement explaining that the J-2 employment is not necessary to support the J-1, but will be used for the needs of the J-2. We recommend that your statement include the following sentence: "The income derived from the desired employment will be used to support myself in cultural and recreational activities and not my J-1 spouse."

**Submitting the I-765 Application Packet to USCIS:**

The application must be mailed to the USCIS Service Center or lockbox with jurisdiction over the J-2 applicant's place of residence. J-2 holders who reside in Michigan should use the address below that corresponds with their method of mailing. For residence outside of Michigan, please refer to the instructions for Form I-765 for address. (<http://www.uscis.gov/i-765-addresses>)

U.S. Postal Service (USPS) deliveries:

USCIS  
Attn: NFB  
P.O. Box 805371  
Chicago, IL 60680-5371

For Express mail and courier deliveries (FedEx, UPS, DHL):

USCIS  
Attn: NFB (Box 805371)  
131 South Dearborn-3rd Floor  
Chicago, IL 60603-5517

Within four weeks, the applicant should receive a notice confirming that the application has been received. The applicant will receive a case number, which may be used to check updated information on the status of the application on the USCIS website. (<https://egov.uscis.gov/cris/Dashboard.do>)

After the application has been processed, the applicant will receive the EAD card which is a plastic, picture ID. The card can be taken to the Social Security Administration Office to apply for a Social Security number.

The EAD card will be valid up to the expiration date on the card. It can be extended further, provided the DS-2019 for the J-1 and J-2 have not expired and the J-1 program is continuing. To extend the employment authorization, the applicant will need to resubmit all of the above mentioned documents to USCIS.

For assistance with this process, please make an appointment with an immigration advisor.

**Note: Remember to verify USCIS instructions before filing. The information listed above is current as of September 2022.**