

Taylor Business Institute **GUIDANCE** on applying for Employment Authorization from USCIS for **Severe Economic Hardship or Special Student Relief**



We recognize this is a difficult and financially challenging time for the international students. Based on USCIS guidelines, international students can apply for temporary work authorization if experiencing severe economic hardship.

CRITERIA FOR ELIGIBILITY

Here is the criteria for eligibility as stated on USCIS website: <https://www.uscis.gov/humanitarian/special-situations>

EMPLOYMENT AUTHORIZATION

Severe Economic Hardship to F-1 Students Caused by Unforeseen Circumstances

If you experience severe economic hardship because of unforeseen circumstances beyond your control, you may request employment authorization to work off-campus (if you meet certain regulatory requirements). See [8 CFR 214.2\(f\)\(9\)](#). Examples of unforeseen circumstances include (but are not limited to):

- Loss of financial aid or on-campus employment (through no fault of your own);
- Substantial fluctuations in currency value or exchange rate;
- Inordinate increases in tuition or living costs;
- Unexpected changes in the financial condition of your source of support;
- Medical bills; and
- Other substantial and unexpected expenses.

HOW TO APPLY?

To apply, you must submit [Form I-765, Application for Employment Authorization](#), along with a copy of your [Form I-20, Certificate of Eligibility for Nonimmigrant Student Status](#), and any other supporting materials to USCIS.

Your Form I-20 must include the employment page completed by your Designated School Official, certifying your eligibility for off-campus employment due to severe economic hardship caused by unforeseen circumstances beyond your control **and unavailability of on-campus jobs**.

If your request is approved, you may be able to work off-campus in one-year intervals up to the expected date of completion of your current course of study. See [8 CFR 214.2\(f\)\(9\)\(ii\)](#).

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Special Student Relief

Special Student Relief is the suspension of certain regulatory requirements by the secretary of Homeland Security for F-1 students from parts of the world that are experiencing emergent circumstances. Examples of emergent circumstances include natural catastrophe, war and military conflicts, and national or international financial crises.

HOW TO APPLY?

You may be eligible to apply for off-campus employment authorization if you:

- Are the citizen of a country specified in a Federal Register notice;
- Have been lawfully present in the United States for the period indicated in the Federal Register notice;
- Have reported on time to your Designated School Official and been enrolled in a Student and Exchange Visitor Program-certified school since the special situation;
- Are currently maintaining F-1 status; and
- Experiencing severe economic hardship.

To apply, you must submit [Form I-765, Application for Employment Authorization](#), along with a copy of your [Form I-20, Certificate of Eligibility for Nonimmigrant Student Status](#), and any other supporting materials to USCIS.

FEE WAIVER

If you are unable to pay the fee for a USCIS service or benefit, you may request a fee waiver for certain forms by filing [Form I-912, Request for Fee Waiver](#).

Upon completion of all required paperwork, mail your complete packet to (if mailing from Illinois):

For FedEx, UPS, and DHL deliveries:

USCIS
Attn: 1-765
1820 E. Skyharbor Circle S
Suite 100
Phoenix, AZ 85034

For U.S. Postal Service (USPS):

USCIS
P.O. Box 21281
Phoenix, AZ 85036

Still have questions, please contact:

International Student Office

Roney Kumi, DSO
(312) 658-5114
roney.kumi@tbiil.edu

Education Department

Syed Faizuddin Misbah
(312) 658-5119
registrar@tbiil.edu