

# ***Southern Connecticut State University***

## ***International Student Services***

*Engleman Hall B116*

*501 Crescent Street,*

*New Haven CT. 06515*

*Phone: (203) 392-6821*

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### ***Economic Hardship Information and Checklist***

U.S. Citizenship and Immigration Services (USCIS) regulations governing off-campus employment based on economic hardship took effect on July 20, 1992. These regulations apply to all students in F-1 status.

In order to be eligible, the student must:

- be in valid F-1 status for at least one academic year (9 months)
- be in good academic standing
- provide evidence of economic hardship based on unforeseen circumstances beyond the student's control
- demonstrate that on-campus employment is neither available or sufficient

The following items must be submitted to Vermont Service Center to process an application for off-campus employment based on economic hardship:

- a. Two color photographs as specified
- b. \$340.00 in the form of a check or money order made to "USCIS"
- c. I-765 completed and signed.
- d. Written evidence of unforeseen circumstances causing economic hardship including a statement of assets, income, and expenses.
- e. SEVIS I-20 with Economic Hardship recommendation. (*will be issued by International Advisor*)
- f. Photocopy of I-94 (front and back)
- g. Photocopy of the most recent visa.
- h. Photocopy of bibliographical page(s) of the passport (with expiration date).

The regulations require that students make a good faith effort to locate employment on campus before applying for employment authorization based on economic hardship.

USCIS offers examples of unforeseen circumstances which may cause economic hardship, including the loss of financial aid or on-campus employment without fault on the part of the student, substantial fluctuations in the value of currency or exchange rates, inordinate increases in tuition and/or living costs, unexpected changes in the financial condition of a student's sponsor, medical bills, or other substantial and unexpected expenses.

Employment is limited to no more than 20 hours per week when school is in session, full-time during holidays or vacation periods. Employment authorization is automatically terminated when a student fails to maintain status. Students may work for an employer at

any job, anywhere in the United States. A job offer is NOT required in advance of obtaining this type of employment authorization.

Items must be submitted to the Vermont Service Center:

**Bureau of Citizenship and Immigration Services**  
**75 Lower Welden St.**  
**St. Albans, VT 05479-0001**

*Note: Please make a copy of all your paperwork for your records before you mail it.*

*You may not work until you are approved and have received your EAD.*