# J-2 DEPENDENT EMPLOYMENT AUTHORIZATION APPLICATION INSTRUCTIONS

A J-2 dependent (spouse or child) can apply for an Employment Authorization Document (EAD card) from USCIS in order to work in the United States. There are no limits on the number of hours per week, or on the types of employment allowed with this EAD. The J-2 can only begin employment after the EAD is received.

## Instructions for application:

Mail the following items to USCIS to apply for employment authorization at one of the addresses on the back.

### J-2 Dependent Documents

- Form I-765 - Application for Employment Authorization
  - b. Above question 1, select “Permission to accept employment” box.
  - c. Question 3: If there is any chance you might move from your current address before the card arrives, use ISFS’s address. This can be found on your DS-2019 and the bottom of this form.
  - d. Question 20: The code is (c)(5). (The third space should be left blank.)
  - e. Questions 21, 22, and 23 should be left blank.
  - f. Be sure to sign and date the form.


- A copy of the J-2 dependent’s most recent DS-2019

- Copy of J-2 dependent’s passport bio page

- Copy of J-2 dependent’s visa stamp (Canadian citizens are exempt from this requirement)

- Copy of the J-2’s electronic I-94 record ([https://i94.cbp.dhs.gov/I94](https://i94.cbp.dhs.gov/I94))

- Two color passport-style photographs; see instructions on reverse

- Proof of marriage (Either marriage certificate in English, or if the J-1’s name is shown on the J-2’s visa stamp, highlight that on the copy)

- Letter to the USCIS explaining that the J-1 has sufficient funds to cover the living expenses of the J-1 and all J-2 dependents, and that the purpose of the employment is for personal enrichment.

### J-1 Visitor Documents

- Copy of the J-1’s most recent DS-2019

- Copy of J-1’s passport bio page

- Copy of J-1’s visa stamp (Canadian citizens are exempt from this requirement)

- Copy of the J-1’s electronic I-94 ([https://i94.cbp.dhs.gov/I94](https://i94.cbp.dhs.gov/I94))

- Copy of the financial documentation for the J-1 visitor’s program
Instructions for photographs
Photographs for this application must have a white background and must be no more than 30 days old. They should be glossy and not mounted or retouched. The photos should show a full face, front view, with eyes open and a natural expression. Your head should be bare unless you are wearing a headdress as required by a religious order to which you belong. The photo should be 2 X 2 inches, with the distance from the top of the head to just below the chin about 1 to 1 3/8 inches. **Lightly print your name and SEVIS ID number on the back of each photo with a pencil.** Photographs may be taken at the CVS on Court Street or State Street.

Mail your completed J-2 employment authorization application to USCIS at the appropriate address below, based on the state you listed in item 3 on the I-765 form. **We strongly encourage you to use a delivery option that can be tracked.**

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<th>IF YOU LISTED AN ADDRESS IN:</th>
<th>MAIL APPLICATION TO:</th>
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<td>Alaska, Arizona, California, Colorado, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Montana, Nebraska, Nevada, North Dakota, Ohio, Oregon, South Dakota, Utah, Washington, Wisconsin, Wyoming, Guam, or the Commonwealth of Northern Mariana Islands.</td>
<td><strong>USCIS Phoenix Lockbox</strong>&lt;br&gt;For U.S. Postal Service (USPS) deliveries:&lt;br&gt;&lt;br&gt;USCIS&lt;br&gt;PO Box 21281&lt;br&gt;Phoenix, AZ 85036&lt;br&gt;&lt;br&gt;For Express mail and courier deliveries (UPS or FedEx – recommended):&lt;br&gt;&lt;br&gt;USCIS&lt;br&gt;Attn: AOS&lt;br&gt;1820 E. Skyharbor Circle S&lt;br&gt;Suite 100&lt;br&gt;Phoenix, AZ 85034</td>
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<td>Alabama, Arkansas, Connecticut, Delaware, District of Columbia, Florida, Georgia, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Mississippi, New Hampshire, New Jersey, New Mexico, New York, North Carolina, Pennsylvania, Puerto Rico, Rhode Island, South Carolina, Oklahoma, Tennessee, Texas, Vermont, Virginia, U.S. Virgin Islands, or West Virginia</td>
<td><strong>USCIS Dallas Lockbox</strong>&lt;br&gt;For U.S. Postal Service (USPS) Deliveries:&lt;br&gt;&lt;br&gt;USCIS&lt;br&gt;PO Box 660867&lt;br&gt;Dallas, TX 75266&lt;br&gt;&lt;br&gt;For Express mail and courier deliveries (UPS or FedEx – recommended):&lt;br&gt;&lt;br&gt;USCIS&lt;br&gt;Attn: AOS&lt;br&gt;2501 S. State Hwy. 121 Business&lt;br&gt;Suite 400&lt;br&gt;Lewisville, TX 75067</td>
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If you have any questions, please contact ISFS at 740-593-4330 to schedule an appointment with an International Student Advisor.