

Sample Letter of Application for J-2 Employment Authorization

(Your Street Address)
(Your City, State, Zip Code)
(Your Phone Number)
(Your Email Address)

(Date)

U.S. Department of Homeland Security
U.S. Citizenship and Immigration Services
Vermont Service Center
Attn. I-765
75 Lower Welden Street
St. Albans, VT 05479

Dear USCIS:

I would like to apply for J-2 employment authorization. I have enclosed the following documents for your review and consideration:

1. G-1145
2. Completed and signed I-765 with USCIS filing fee
3. Two passport photos
4. Letter to USCIS explaining reason requesting employment authorization
5. Copies of both J-1 and J-2 DS-2019's
6. Copy of J-2 visa stamp in passport
7. Copy of J-2's biographical page in passport
8. Copies of I-94 document for J-1 and J-2
9. Copy of Marriage Certificate with English translation (if not in English language)
10. Copies of any previously issued EAD cards

My spouse is currently a J-1 Exchange Visitor in the Department of _____ at Texas Tech University Health Sciences Center. She/He earns \$_____ per _____ and/or she/he supports him/herself through [personal funds/scholarship] in the amount of \$_____ per _____.

Our family's monthly budget in the USA is below:

BUDGET ITEM	AVERAGE COST IN US DOLLARS
Rent	\$
Utilities (gas, electric, water, phone, etc.)	\$
Food	\$
Transportation (bus, gas/petrol, auto insurance, etc.)	\$
Health Insurance	\$
Childcare	\$
Recreation/Entertainment	\$
Clothing	\$
TOTAL:	\$

As this budget shows, my spouse earns or has enough money to support the entire family's day-to-day expenses and none of my earnings from employment will be needed to support the family. Any money which I earn from employment will be used for my family's customary recreational and cultural activities and related travel, among other things, and not for the support of my J-1 spouse.

I wish to work because I am eager to earn some US experience in my field and would like to seek employment opportunities in the USA. I am used to working full-time and also see it as an opportunity to meet Americans and learn more about US culture, work ethics, and social values.

I respectfully request that you approve my application for Employment Authorization and thank you for doing so.

Sincerely,

J-2 Signature

J-2 Printed Name