### J-1 EXCHANGE STUDENT
APPLICATION FOR ON-CAMPUS EMPLOYMENT AUTHORIZATION

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
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<tbody>
<tr>
<td>ASU ID Number</td>
<td>SEVIS ID</td>
</tr>
<tr>
<td>Expiration Date of DS-2019</td>
<td>Current LOCAL Address</td>
</tr>
<tr>
<td>Employer Name</td>
<td>Employer Address</td>
</tr>
<tr>
<td>Number of Hours per Week</td>
<td></td>
</tr>
<tr>
<td>Employment Begin Date (MM/DD/YYYY)</td>
<td>Employment End Date (MM/DD/YYYY)</td>
</tr>
<tr>
<td>(End date cannot go beyond DS-2019 expiration date)</td>
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#### Conditions
- Student must maintain good academic standing at ASU and must continue to engage in a full course of study while employed.
- Employment may total no more than 20 hrs per week during the regular semester and 40 hrs per week during official school breaks. All positions (including stipend-paid jobs) cannot average more than 25 hours/week for the year.
- This approval will be withdrawn automatically if the student’s program ends or is terminated.

I have read and understood the conditions of this employment authorization.

---------------------------------------------Please do not write below this line---------------------------------------------

This approval is valid from _____________________________ to ____________________________

ISSC Alternate Responsible Officer ___________________________ Date

For further information please contact ISSC@asu.edu
ON-CAMPUS EMPLOYMENT
Information/Instructions for
J-1 Exchange students

For J-1 Exchange students

Important information regarding on-campus employment
- J-1 students are eligible for hourly jobs only.
- May work up to 20 hours/week during the regular semester, 40 hours/week during the breaks. All positions (including stipend-paid jobs) cannot average more than 25 hours/week for the year.
- Work may not interfere with full-time study.
- May not work beyond end date on DS-2019.
- Must maintain J-1 status.

Instructions for obtaining on-campus employment/ J-1 work authorization:

1. Check out job opportunities at the ASU student employment website (https://students.asu.edu/employment).
2. As soon as you are hired for a job:
   - Fill out the J-1 Student Application for On-campus Employment Authorization form (see reverse side).
   - Sign and date the form.
   - Have Study Abroad Adviser sign the form.
   - Submit the form to the International Students and Scholars Center (ISSC) in person or by email ISSC@asu.edu
3. Apply for Social Security Number (SSN). The ISSC will provide instructions on how to obtain a SSN. Send an email to ISSC@asu.edu or pick up the instruction handout at the ISSC.

International Students and Scholars Center (ISSC)
ISSC@asu.edu