



Severe Economic Hardship Application

Instructions: Complete the form below. Please also attach the following:

- Completed Form I-765 (use code (C)(3)(iii) at item 16
Copy of personal statement regarding financial situation and supporting documentation
Copies of current and previous I-20s
Copy of F-1 visa page
Copy of Form I-94 (electronic copies available at on CBP website)

Applicant Information & Acknowledgement

Student ID #: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Last First M.I.

SEVIS ID Number: N \_\_\_\_\_ Date of Birth : \_\_\_\_\_

Requested Employment Dates: From \_\_\_\_\_ Until \_\_\_\_\_

As an applicant for severe economic hardship, I acknowledge that I am applying for employment authorization under [8 C.F.R. 214.2 (f)(9)(ii)(D)]. I understand that the completion of this form does not mean that I am approved. I verify that I meet all of the following criteria:

- I have been an F-1 student for a full academic year (1 spring semester & 1 fall semester)
I have been in good standing (both with my visa status and academically)
I am enrolled in at least 12 hours of study
I understand that if granted permission to work, my work cannot interfere with my academic course load or class attendance
I have demonstrated that employment is necessary to avoid economic hardship and I have included documentation of said hardship with this application

Student Signature

Date

Approval for Severe Economic Hardship Request

Request Status: [ ] Accepted [ ] Declined

Primary Designated School Official

Date

# Filing for Severe Economic Hardship as an F-1 Student

Bluegrass Community and Technical College  
International Student Services



## Checklist:

- Schedule an appointment with the International Student Services Office after you have gathered the following documents:
  - Form I-765
  - Copy of your personal statement and any supporting documentation
  - Copies of current and past I-20s
  - Copy of F-1 visa page
  - Copy of I-94
  - Copy of passport page
  - Two passport photos, must be identical and in-color, recent within 30 days
  - \$380.00 filing fee
  - New I-20 with Severe Economic Hardship recommendation on page 3 (provided at your appointment with ISS Office)
- Mail all documents to the USCIS Dallas Lockbox

### For U.S. Postal Service (USPS) Deliveries:

USCIS  
PO Box 660867  
Dallas, TX 75266

### For Express mail and courier deliveries:

USCIS  
Attn: AOS  
2501 S. State Hwy. 121 Business  
Suite 400  
Lewisville, TX 75067

- If approved, you will be issued an Employment Authorization Card (EAD) from USCIS. **You may not begin working until after you have received the EAD. After you receive the EAD, you may work up to 20 hours per week during the school semester and full-time when classes are not in session** (summer break, Christmas break, etc.). If your I-765 is denied, you are ineligible to work and the fee is nonrefundable.
- Remember! Being a student and maintaining your F-1 status is your first responsibility. You must take at least 12 hours of classes and your work may not interfere with school.**

**Questions? Email Kehla Vance at [kehla.vance@kctcs.edu](mailto:kehla.vance@kctcs.edu) to make an appointment today!**