

SAMPLE J-2 EMPLOYMENT AUTHORIZATION LETTER

[This is just a SAMPLE— add financial and other details based on your specific situation]

[J-2 Name]

[J-2 Address line one]

[J-2 Address line two]

[Date]

USCIS Vermont Service Center
PO Box 9765
St. Albans, VT 05479

Dear USCIS Officer:

With this letter, I am applying for employment authorization on the basis of my J-2 status. I am the dependent [**choose one: spouse, child**] of [J-1 Name], a J-1 [**choose: student, scholar**] at Babson College.

I wish to work because [**provide reason for employment, for example: professional development, education, to save for a family vacation.**]. (*Please remember that immigration regulations restrict the use of income from employment to support the family's customary recreational, educational and cultural activities and related travel.*)

My J-1 [**choose: spouse, parent**] receives [**annual funding amount**] in annual financial support, including \$_____ from [source], and \$_____ in personal funds. Of this, \$_____ goes to Babson College tuition and fees, and about \$_____ goes toward health insurance. That leaves \$_____ or just over \$_____ per month for living expenses. Our monthly budget is as follows:

\$_____ Rent and utilities (electric, gas, telephone, internet)
\$_____ Food
\$_____ Miscellaneous (clothing, recreational, personal, transportation)
\$_____ Total

As this budget shows, we have enough to live modestly, but there are no funds left for expenses that are not essential. I hope that you will give every consideration to my request for employment authorization.

I declare that the money I earn will be used for cultural, recreational, and related travel activities and will not be used to support my J-1 [spouse, parent].

Sincerely,

[J-2 Signature]

[J-2 Name]