



J-2 Work Permission

Permission may be authorized by the United States Immigration & Customs Services (USICE) provided the income from such employment will be “used to support the family’s recreational, cultural activities and related travel, among other things. Employment will not be authorized if the income is needed to support the J-1 principal alien.”

The procedure to apply for permission is as follows:

1. The J-2 spouse must write a letter to USICE stating her/his reasons for requesting employment. The letter should indicate the sources and amount of support provided by J-1. If you are unsure, draft a letter and an ISSS advisor will review and help with any changes.
2. Fill in Form I-765.
3. Fee for \$380.00 check or money order made payable to US Citizenship and Immigration Services (USCIS)
4. Two photo’s; requirements are given below.
5. Photocopy of Form I-94 (both sides) or electronic I-94 printout for J-1 and J-2.
6. Photocopy of J-1’s Form DS-2019.
7. Photocopy of previous EAD cards if any (both sides).
8. Photocopy of information pages in passport from J-1 and J-2 (picture page, page with the visa stamp, if the passport is renewed the page with the new expiration date).

When you have the following documents you should make an appointment to see an ISSS Advisor who will review the application, and submit it to USICE.

USICE will review the application and make a decision. If it is favorable, they will send you the EAD (Employment Authorization Document) card. This card gives you the permission to work.

The ISSS Office:

- Will review and make any suggestions on the completed application.
- Recommends that you keep a copy of everything in your application.

Employment is given for one year at a time.

Income earned by the J-2 is subject to Social Security, Federal and State income tax.

Reason employment may be denied:

- Work is to help support the J-1.
- To support family members in another country.

Photo requirements for EAD card:

1. Full frontal face position, no distracting shadows on the face or background.
2. Have a “natural expression” – this means “neutral (non-smiling) with mouth closed. A smile with closed jaw if allowed but is not preferred”.
3. Do not wear any headpiece unless “worn daily for religious purposes;” but “no item or attire should cover or obscure any part of the face”.
4. It is recommended that you do not wear large earrings, eyeglasses unless “normally used by the subject;” dark or tinted lenses are not acceptable unless (needed) for medical reasons” and a medical certificate may be required.
5. Photograph should be 2 inches by 2 inches (see attached).
6. White or off-white background. Printed on thin photo paper or stock
7. Photographs may not be more than 30 days old at the time of filing this application. All photos must be identical.
8. In color, clear, focused & not retouched, enhanced or softened.
9. Printed with continuous-tone quality; if digitally printed must be produced without visible pixels or dots (“a digital camera with a resolution of 1 mega pixel will be more than adequate”).
10. Head should be centered within the frame, with the captured image from slightly above the top of hair to the middle of the chest; height of head should measure one inch to 1 3/8 inches; with eye height 1 1/8 inches to 1 3/8 inches from the bottom of the photo (see attached).