Request for J-1 Employment Permission

This form is for use by J-1 students seeking permission to engage in employment. It may be used only by those J-1 students whose DS-2019 was issued by Barry University. Students whose DS-2019 was issued by a sponsoring agency must contact that sponsoring agency to request employment permission.

Per the regulations of the U.S. State Department which governs J-1 status, J-1 students may not engage in employment until their request for employment permission is officially approved via the Office of International and Multicultural Programs. Permission may only be granted in increments of one year or less. Once approved, employment may be for up to 20 hours a week (while school is in session) during the authorized dates and at the location listed on this form only.

Section 1: Student Information (Please print clearly)

Family Name: ___________________________________ First Name: ___________________________________

Student I.D. Number: _______________________ Email address: _____________________________________

Signature of Student: ____________________________________ Date: ____/____/_____

Month Day Year

Section 2: To Be Completed by the Employer

Place of Employment___________________________________________________________________________

Work location, Address/Zip:______________________________________________________________________

Start Date of Employment: ____/____/________ End date of Employment: _____/____/________

Month Day Year Month Day Year

(Permission can only be granted in increments of one year or less) Hours to be worked per week:________

Type of employment (Check one only):      Assistantship

☐ Hourly worker

☐ Other (explain) _________________________________________

________________________________________

________________________________________

Signature of Hiring Authority: ___________________________________ Date: _____/____/_________

Month Day Year

Printed Name of Hiring Authority: ____________________________________________

Section 3: Office of International and Multicultural Programs

Employment authorization as noted in Sections 1 and 2 of this form is granted provided the student maintains the conditions of J-1 status. This authorization has been entered into the SEVIS record of the above named student.

Signature of ARO/RO: ________________________________ Date: _____/____/_________

Month Day Year

Printed Name of ARO/RO: ____________________________________