



# EMPLOYMENT OPTIONS

Jason Scherzer, International Student Counselor

# 1. On Campus

- Can begin immediately
- 20 hours or less per week during semesters (full time during school breaks)

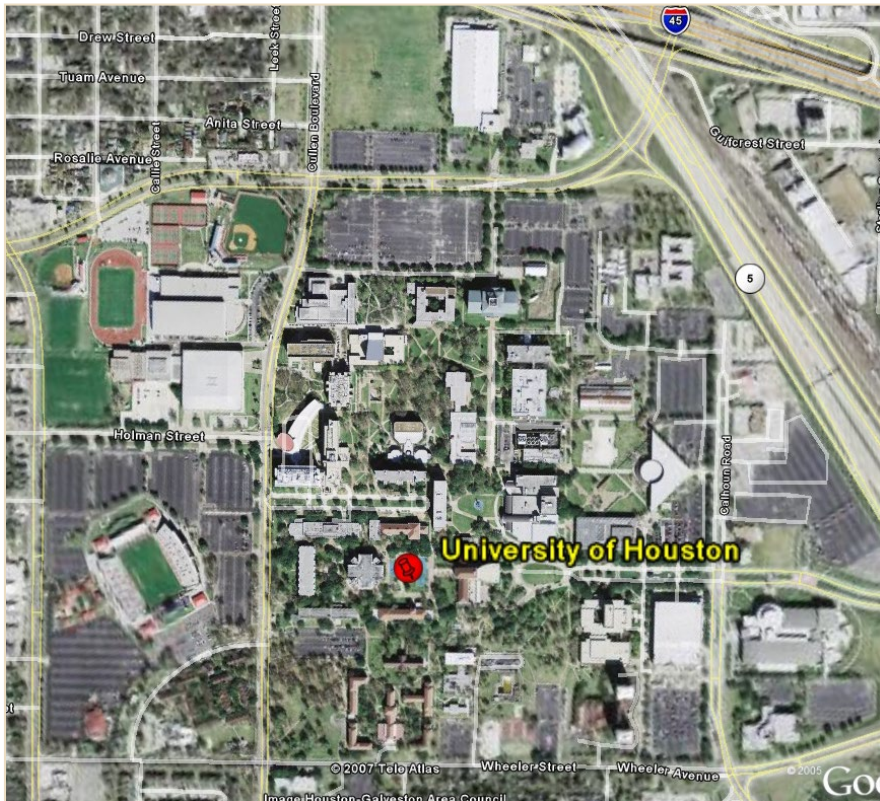
## 2. Off Campus

- CPT
- OPT



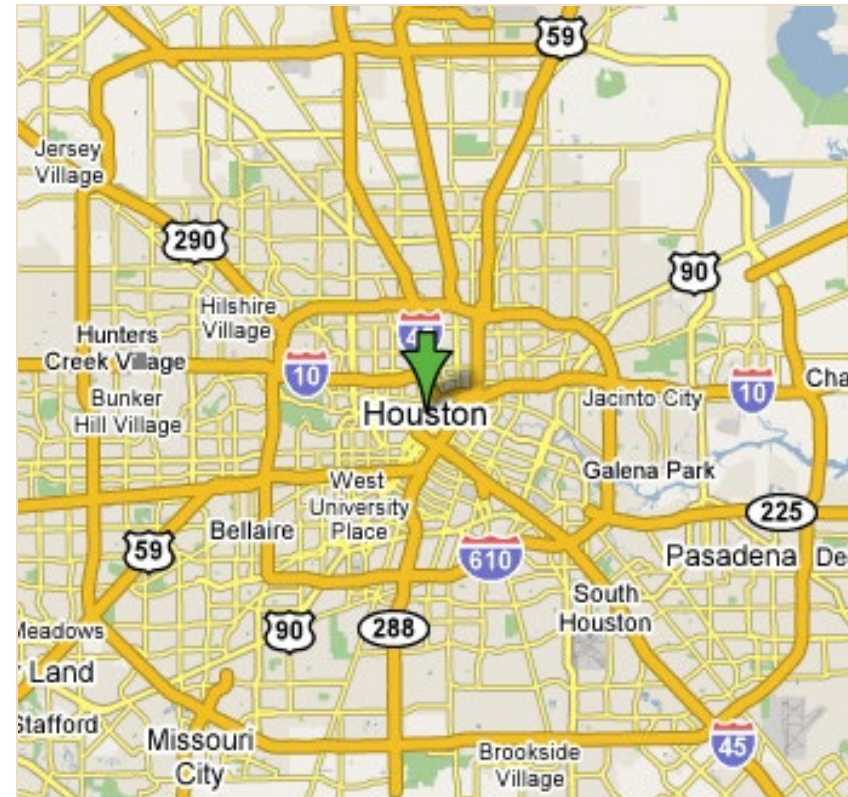
# F-1 Employment Categories

## □ ON CAMPUS



Only the UH main campus, listed on your I-20

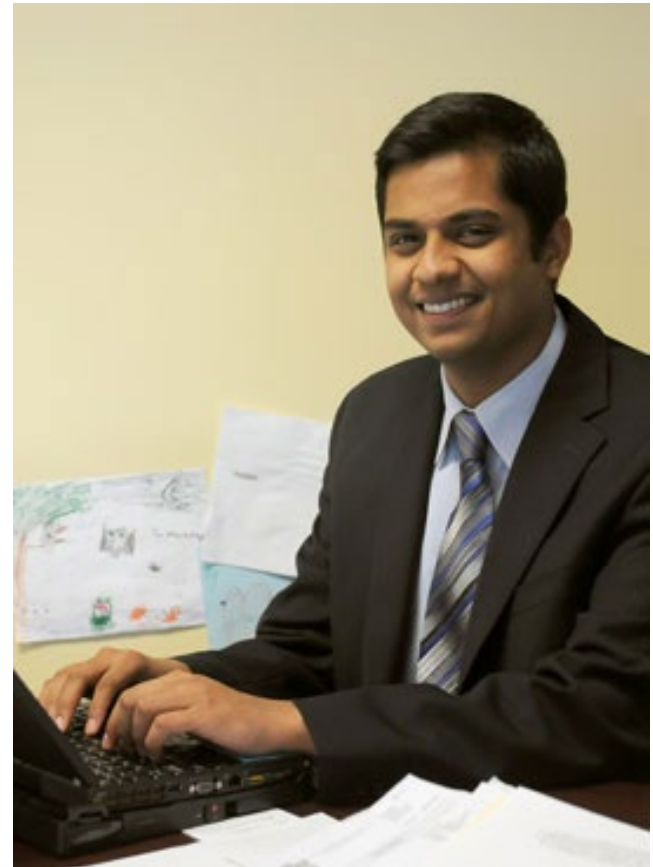
## □ OFF CAMPUS



Greater Houston area

# On Campus Employment

- ❑ To qualify, be sure to maintain full time status, on F-1 visa.
- ❑ Not eligible for “work-study” funded positions, or long term staff positions
- ❑ Only work at the campus listed on the I-20 (UH Main campus)





# On Campus Employment

- Full-time F-1 students with a current I-20 may begin working on campus immediately
- Fall/Spring Semesters  $\leq 20$  hours per week
- School breaks  $\geq 20$  hours per week



# On Campus Opportunities

- Most jobs are only advertised in their respective departments (networking)
- Teaching, Research & Academic Support Assistantships (TA/RA/ASA)
  - ▣ Typically these jobs offer in-state tuition
  - ▣ Highly competitive



# Need ideas?

UNIVERSITY of **HOUSTON** | DSAES

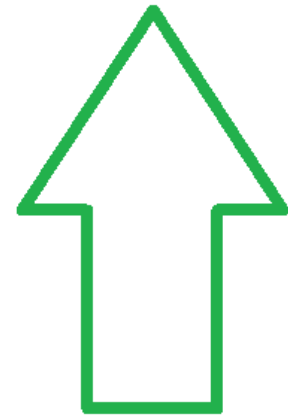
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## UNIVERSITY CAREER SERVICES

*Explore · Engage · Empower · Employ*



[uh.edu/UCS](http://uh.edu/UCS)



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Visit [University Career Services](http://uh.edu/UCS) -- for on campus job search

# Off Campus Employment

- ❑ Curricular Practical Training (CPT)
- ❑ Optional Practical Training (OPT)





# Curricular Practical Training: (CPT)

## 4 scenarios for CPT for Grad students:

- ☐ Required practicum / internship course
- ☐ Required research for thesis / dissertation
- ☐ Internship course for credit but not required by the degree curriculum
- ☐ Required by the curriculum but not for academic credit

UH • International Student and Scholar Services • University Center North in Room 203 • Houston, TX 77204-3024 • (713) 743-5065

### **F-1 GRADUATE STUDENT CPT APPLICATION FORM**

#### Step 1: Student Information and statement

Family name:	Given name	Student ID:
Major:	Degree: <input type="checkbox"/> Master's <input type="checkbox"/> Doctorate	Thesis/Dissertation: <input type="checkbox"/> Yes <input type="checkbox"/> No
Request effective for (semester/year):		Expected graduation:
Will you have a DSTF during this semester? <input type="checkbox"/> Yes <input type="checkbox"/> No		Will you have a graduate assistantship during this semester? <input type="checkbox"/> Yes <input type="checkbox"/> No
Email address:		
<b>Copy the statement in the space below:</b> I will not start CPT until I have received CPT authorization on my I-20 and I will only work during the authorized period on page 3 of the I-20.		
Signature:	Date:	Phone:
<b>Step 2: Student Request</b>		
Curricular Practical Training (CPT): <input type="checkbox"/> Part-time (20 hrs/week or less) <input type="checkbox"/> Full-time (summer only or authorized final semester)		

# Curricular Practical Training: (CPT)

- Renewable each semester  
– authorized on a “per semester” basis
- Can be granted part-time  
(unlimited; part-time is up to or including 20 hours per week)
- Can be full time (up to 364 total, cumulative days to keep OPT benefit eligibility) – full time allows work beyond 20 hours per week



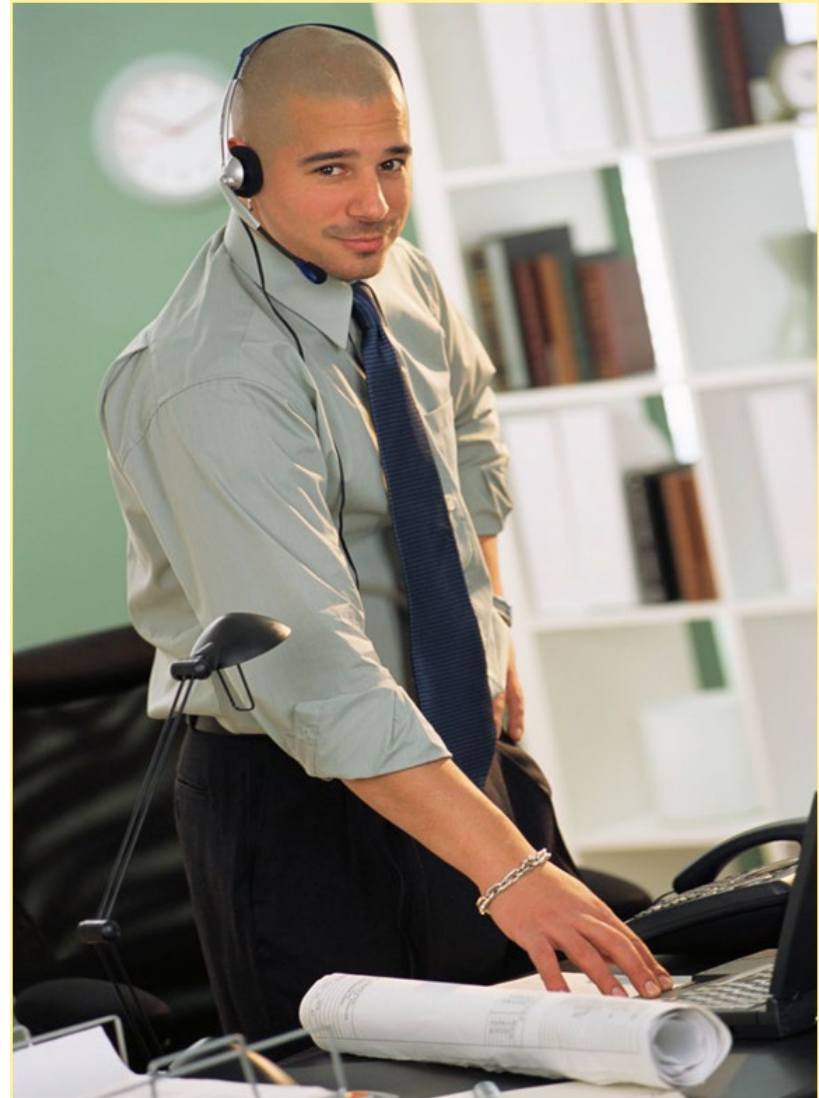
# Curricular Practical Training: (CPT)

- ❑ Minimum eligibility for CPT:
- ❑ Maintaining F-1 status
- ❑ Full Time student for previous one academic year (i.e., Fall & Spring semesters, continuously for 2 main semesters).



# Optional Practical Training (OPT)

- Temporary employment usually granted for 12 months
- Related to your major/area of study
- To work after completing your degree
- Apply up to **90 days prior to graduation**; schedule an OPT type appointment during your final semester.
- Prepare the required documents to your OPT group appointment





# Sample EAD: Post Completion OPT

**UNITED STATES OF AMERICA** **EMPLOYMENT AUTHORIZATION CARD**

**SPECIMEN TEST V 01 JAN 1920**

**Surname**  
**SPECIMEN**

**Given Name**  
**TEST V**

**USCIS#** **000-000-773** **Category Card#** **C09 SRC0000000773**

**Country of Birth**  
**Ethiopia**

**Terms and Conditions**  
**None**



**Date of Birth** **01 JAN 1920** **Sex** **M**

**Valid From:** **01/01/80**

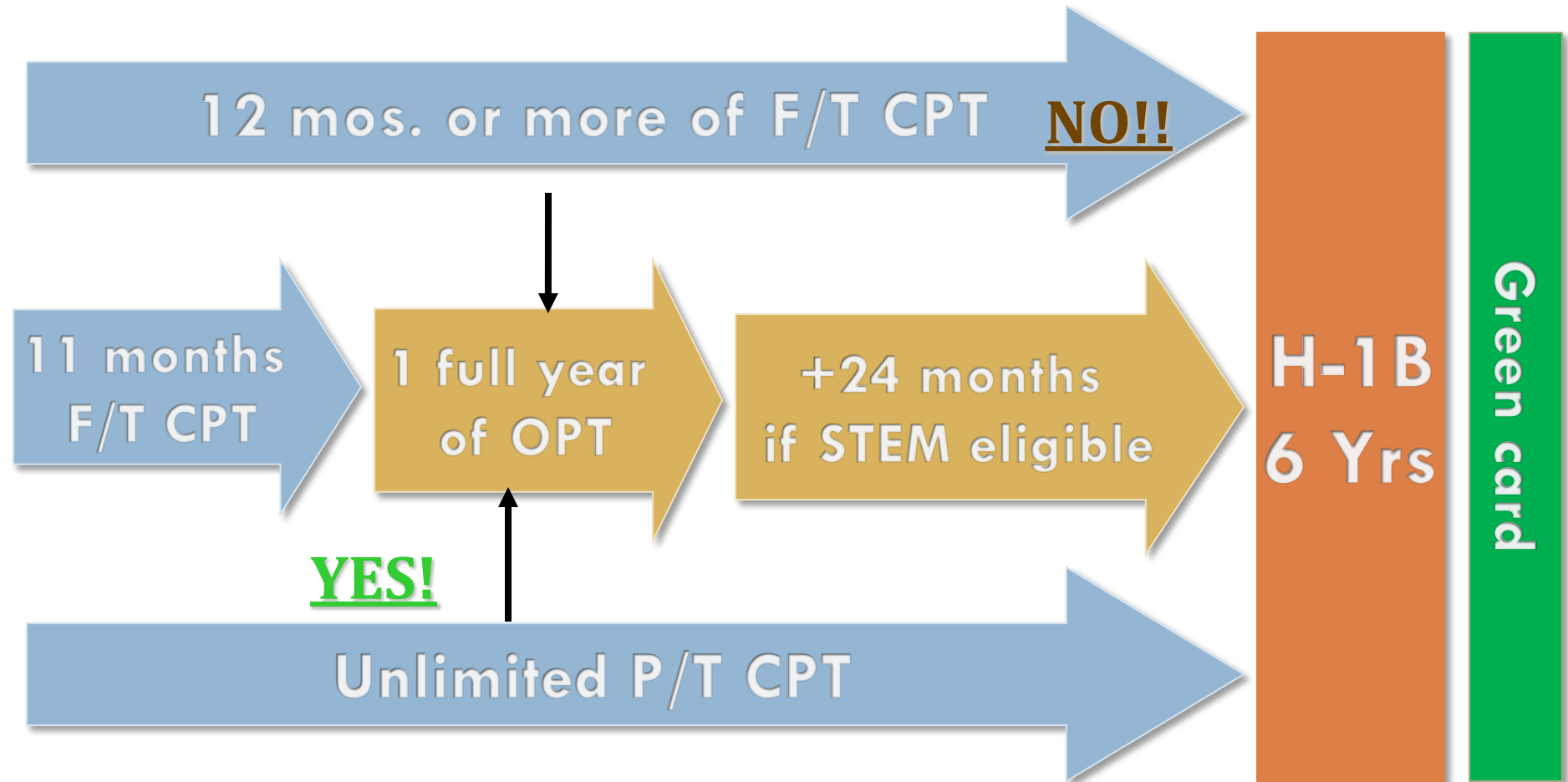
**Card Expires:** **05/10/11**

**NOT VALID FOR REENTRY TO U.S.**

*Test V Specimen*



# Long Term Planning



# Social Security Number

- ❑ For an On-Campus job: bring these items to ISSSO:
- ❑ Job offer letter from the UH employer
- ❑ Request from ISSSO:
- ❑ Social Security Letter



# Social Security Number – for an On-Campus Job

- Documentation required by the Social Security Administration (SSA) Office:
- Job Offer Letter (not older than 30 days), original
- ISSS Social Security letter (SSN letter), original
- Current I-20 (original)
- I-94 page – print from CBP website – [www.cbp.gov/I-94](http://www.cbp.gov/I-94)
- Passport (original)
- Visa page (in passport)
- Fill form “SS-5” – either download it from [www.ssa.gov](http://www.ssa.gov) - or complete it at the SSA Office





To Whom It May Concern:

This is evidence of on-campus employment for:

*(Name of F-1 Student)*

**Nature of student's job** (e.g., food services, library aide, research assistant, etc.):

Start Date:

Number of Hours/Week:

# Warning!

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- Unauthorized employment is illegal and it is a serious violation of your F-1 visa status.

# Visit OISSS

- For more information on your employment options and to apply for work authorization please visit us.
- [www.uh.edu/oisss](http://www.uh.edu/oisss)
- Please email all document requests to:  
[ISSSOHLP@central.uh.edu](mailto:ISSSOHLP@central.uh.edu)



# Questions:



- [1] As an F-1 student, do I need a specific written work authorization from ISSSO before starting a new on-campus job?
- [2] Can I work on CPT off campus, every semester, without completing a new CPT application each time, if I work for the same employer?
- [3] Will ISSSO apply for OPT for me automatically during my final semester before graduation?