



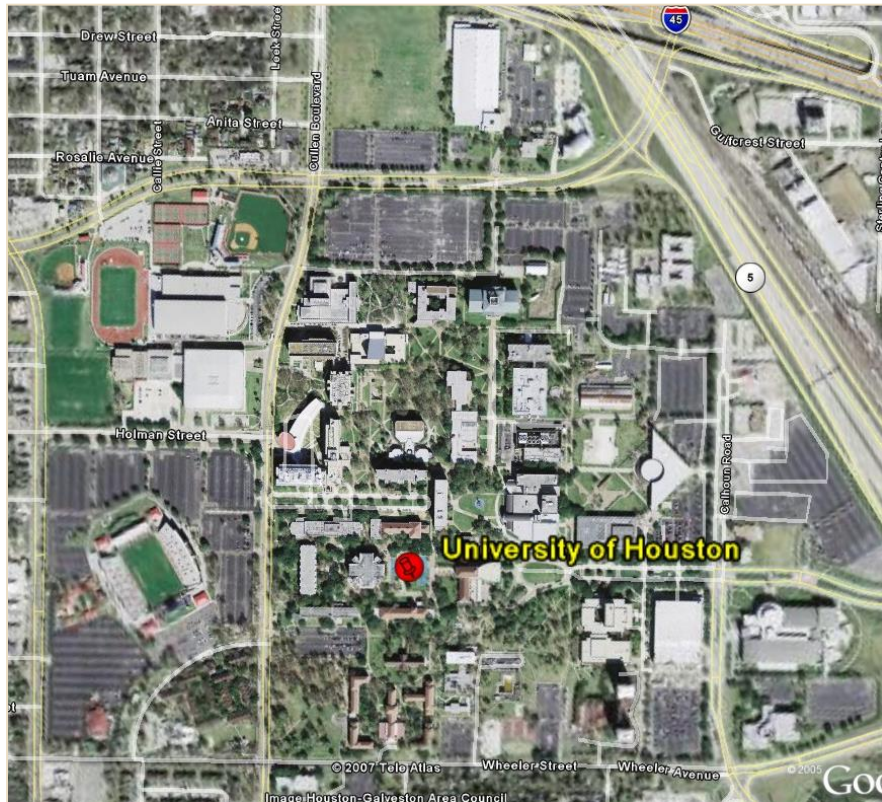
# EMPLOYMENT OPTIONS

Jason Scherzer, International Student Counselor



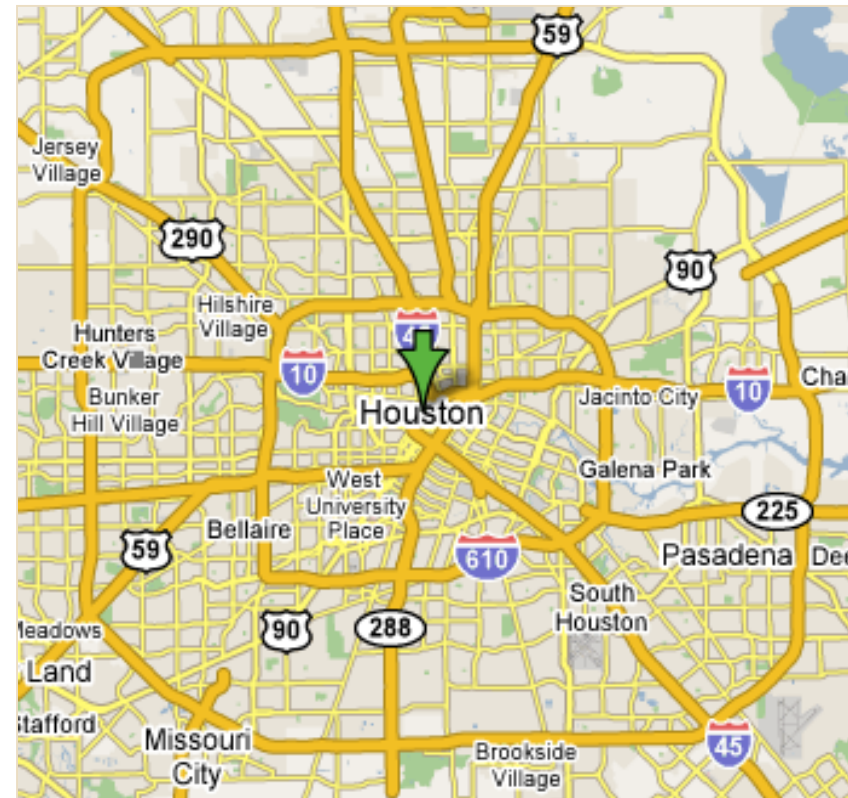
# F-1 Employment Categories

## □ ON CAMPUS



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

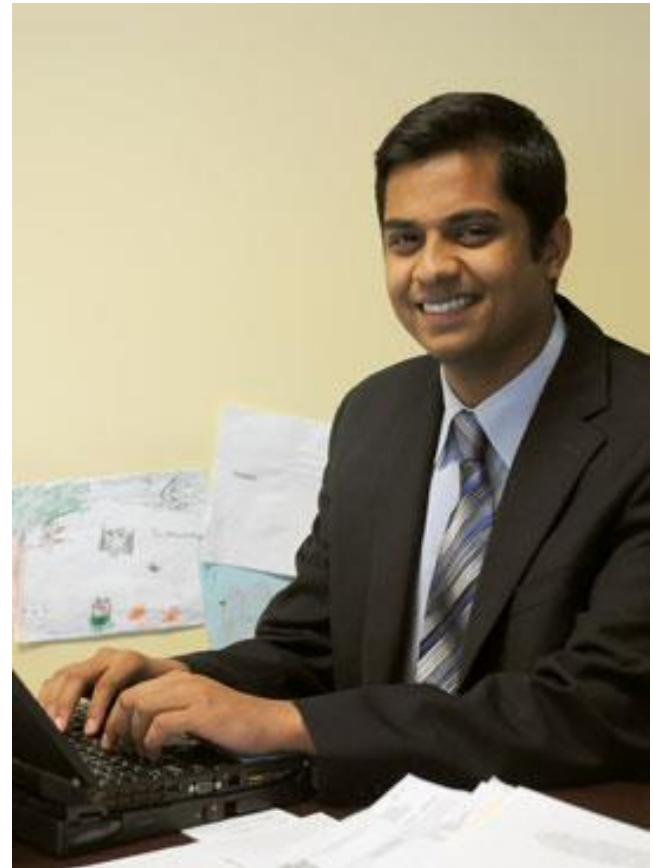
## □ OFF CAMPUS



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?

The screenshot shows the University of Houston ISSSO website. The browser address bar displays [www.uh.edu/isso/international-students/employment/](http://www.uh.edu/isso/international-students/employment/). The navigation menu includes links for UH Home, Apply to UH, Students, Faculty & Staff, Alumni, Parents, and Visitors. The main header reads "UNIVERSITY of HOUSTON | ISSSO". Below the header, a breadcrumb trail shows "UH Home / OISSS / International Students / Employment".

The left sidebar contains a list of menu items under the "OISSS" heading: "About Us", "Arrival Information", "Finances", "International Students", "New Student Check-in and Orientation", "Maintaining F-1 Status", "Reduced Course Load", "Int'l Students on Academic Suspension", "I-20 Program Extension", "Reinstatement to Legal F-1 Status", "Employment", "Changing Status to F-1", "F-2 Regulations", "SEVIS Transfer Procedures", "J-1 Academic Training", "Exchange Visitors", and "International Friendship".

The "Employment" section is highlighted with a red arrow labeled "2". The "International Students" menu item is also highlighted with a red arrow labeled "1".

The main content area is titled "Employment" and contains the following text: "F-1 on-campus employment is limited to 20 hours per week during the main semesters. An F-1 student who has 20 hours of on-campus employment may not work as a 'Human Subject' for any research project without requesting and receiving additional work authorization. In this case, CPT work authorization may only be granted to the research directly related to the student's major area of study and only if the student is otherwise eligible."

Below this text, it states: "The following links will provide detailed employment authorization options for F-1 students." A list of links follows, with "On-Campus Employment Opportunities" circled in red and pointed to by a red arrow labeled "3". The other links in the list are: "Social Security Number", "Curricular Practical Training for Graduate Students", "Guidelines and Procedures, Curricular Practical Training for Graduate and Professional Students", "Curricular Practical Training for Undergraduate Students", "Pre Completion Optional Practical Training", "Post Completion Optional Practical Training", "Severe Economic Hardship Work Authorization", "Assistantship/Fellowship Verification form", "Academic Training for J-1 Students", and "STEM Extension Optional Practical Training (OPTX)".

Also, visit University Career Services; [www.uh.edu/ucs](http://www.uh.edu/ucs) - for on campus job search

# Off Campus Employment

- CPT
- OPT
- International Organizations
- Economic Hardship





# Off Campus Employment

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



# Curricular Practical Training: (CPT)

## 4 scenarios for CPT:

- 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

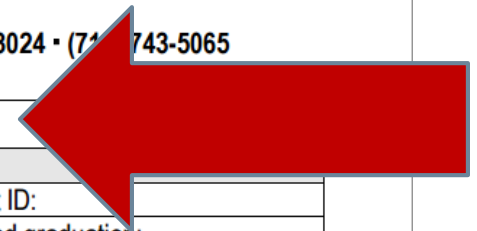
### **F-1 GRADUATE STUDENT CPT APPLICATION FORM**

#### 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:  |

#### Step 2: Student Request

Curricular Practical Training (CPT):  Part-time (20 hrs/week or less)  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



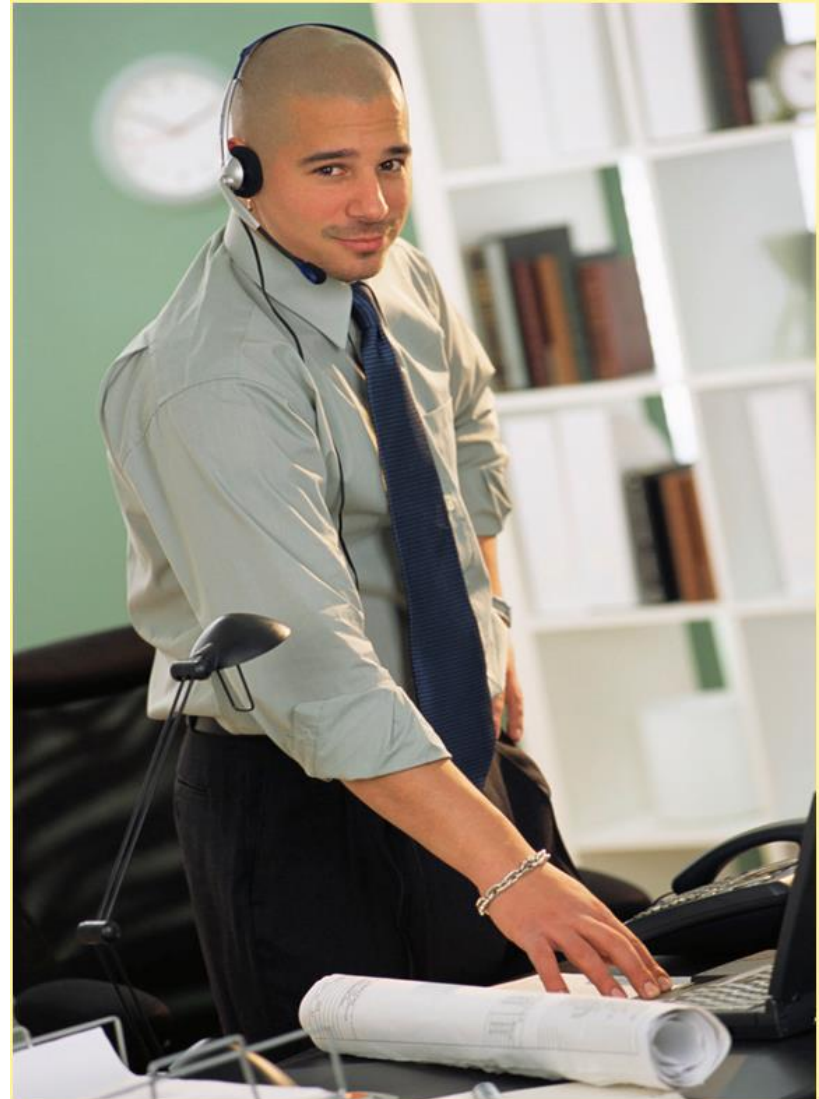
# Curricular Practical Training: (CPT)

- 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.
- Bring the required documents with you for OPT



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

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



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

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

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

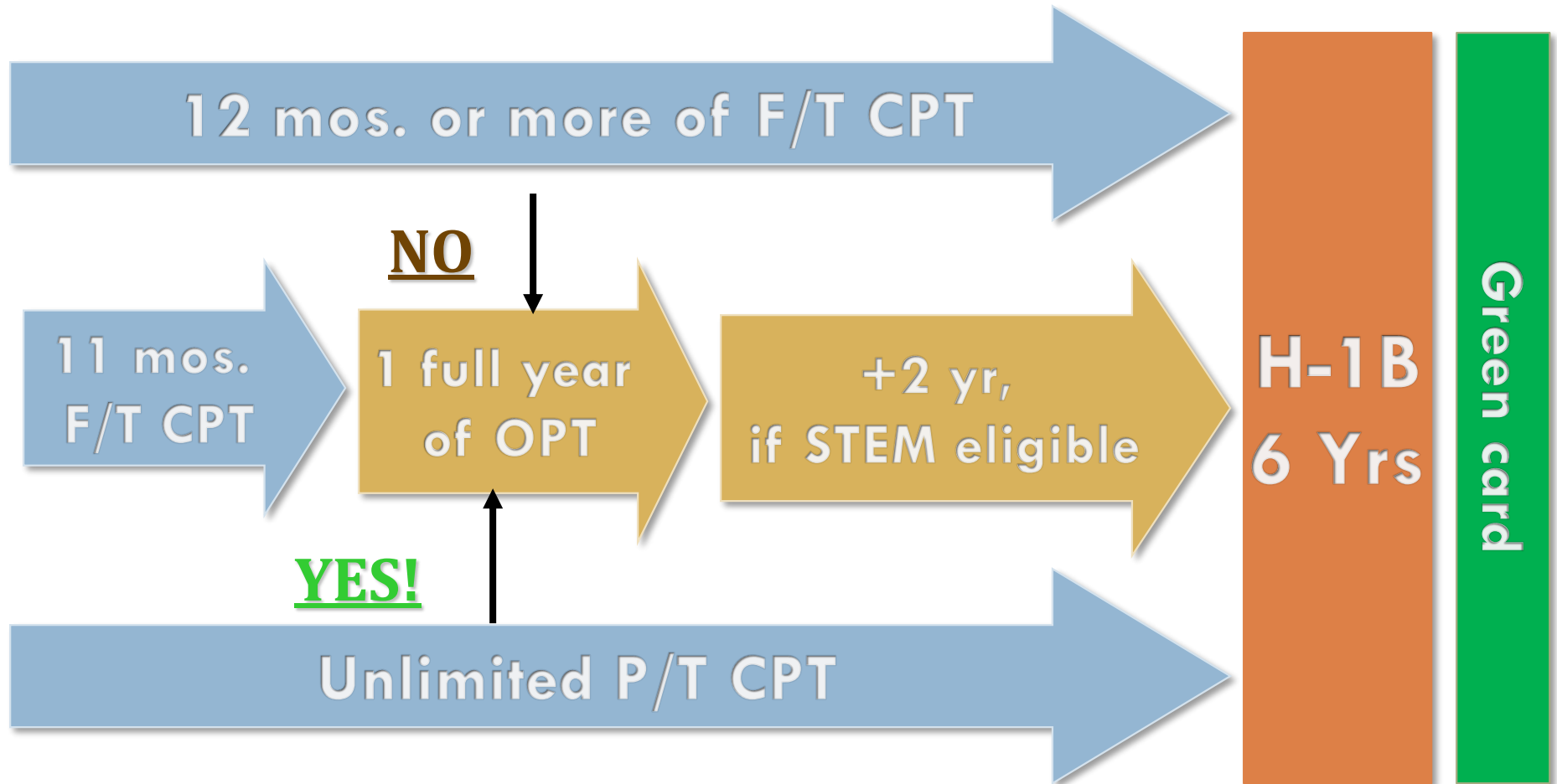
**Card Expires:** **05/10/11**

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



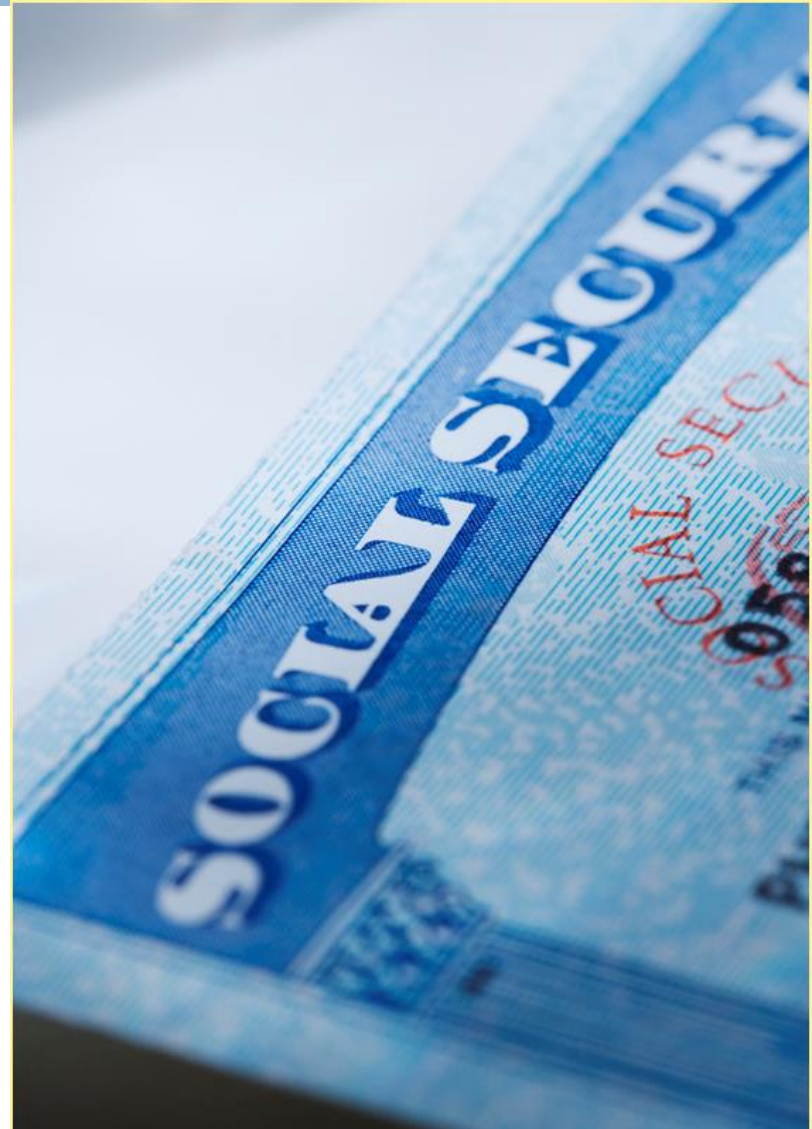
*Test V Specimen*

# 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:
  - [1] Job Offer Letter (not older than 30 days)
  - [2] ISSS Social Security letter (SSN letter)
  - [1] Current I-20 (original)
  - [2] I-94 page – print from CBP website (we gave this to you during Check-In)
  - [3] Passport (original)
  - [4] Visa page (in passport)
  - [5] Fill form “SS-5” – either download it from [www.ssa.gov](http://www.ssa.gov) - or complete it at the SSA Office

UNIVERSITY of  
**HOUSTON**

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!



## □ **General restriction on U.S. employment**

- In the most general terms, nonimmigrants cannot work in the United States unless the employment is specifically provided for in the regulations.
- The regulations state this fairly well:
- **Authority Cite:** [8 CFR 214.1\(e\)](#)
- (e) *Employment.* A nonimmigrant in the United States in a class defined in section 101(a)(15)(B) of the Act as a temporary visitor for pleasure, or section 101(a)(15)(C) of the Act as an alien in transit through this country, may not engage in any employment. Any other nonimmigrant in the United States may not engage in any employment unless he has been accorded a nonimmigrant classification which authorizes employment or he has been granted permission to engage in employment in accordance with the provisions of this chapter. **A nonimmigrant who is permitted to engage in employment may engage only in such employment as has been authorized. Any unauthorized employment by a nonimmigrant constitutes a failure to maintain status** within the meaning of section 241(a)(1)(C)(i) of the Act.

# Warning!

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

# Visit OISSS

- For more information on your employment options and to apply for work authorization please visit us.

- [www.uh.edu/oiss](http://www.uh.edu/oiss)

