

APPLICATION FOR J-1 STUDENT ON-CAMPUS WORK PERMISSION

On-Campus Work Permission

The University of Tennessee, Knoxville

J-1 Students are often permitted to work on-campus up to 20 hours per week (and more during breaks and summer vacation), but they must obtain written work permission from the sponsor before beginning this work. J-1 students sponsored by The University of Tennessee, Knoxville can request work permission using this application form. UTK students with other sponsors (such as ISEP or Fulbright) should apply to their sponsors for on-campus work permission. (Reminder: Your "sponsor" is the office that issued your Form DS-2019.)

Complete this application form after you have been offered an on-campus job and before you begin working. A work authorization letter can normally be ready in 1-3 days.

Note: If you do not already have a Social Security Number, you may also use the work authorization letter, along with your passport, I-94, and DS-2019, to apply for a Social Security Number.

PLEASE ATTACH A COPY OF YOUR CURRENT I-94 AND DS-2019 TO THIS FORM!

Name: _____ SEVIS Number: _____

E-Mail: _____ Telephone: _____

UTK Office or Department where you will be working: _____

Address where you will be working: _____

Department Telephone Number: _____

Job title: _____

How many hours per week will you work? _____

Dates of intended employment: From _____ To _____
(If known)

Other information (if any): _____
