

Employment Options for Students in F-1 Status

Students in F-1 status may accept employment under certain conditions. This sheet is provided for informational purposes only. If you have questions about or would like to determine your eligibility for F-1 employment, please contact the Office of International Students and Scholars.

On-campus employment: As a student in F-1 status, you may work on-campus up to 20 hours per week during the academic year, and full-time during school vacation periods. On-campus employment includes any paying job at Eastern Illinois University. It might also include work with commercial firms performed on school premises, if such work provides a service to students. Finally, some graduate students may be authorized to work at off-campus locations that are educationally affiliated with the school. This affiliation may be through association with the school's established curriculum, or related to contractually funded research projects at the post-graduate level. You must complete a Form I-9 at the employing department prior to working on campus. Please note that your on-campus employment must stop once you complete your studies.

Off-campus employment: On occasion, students in F-1 status experience a sudden and unexpected change in their financial situation. The Bureau of Citizenship and Immigration Services (BCIS) may authorize off-campus employment to help alleviate the problem. In order to qualify for off-campus work, you must have been in F-1 status for at least nine months. You must also be able to document the nature of your financial problem so that the BCIS can decide if off-campus work permission is warranted. If permission is granted, you may work 20 hours per week during the academic year, and full-time during school vacations. Your total employment from all sources cannot exceed 20 hours during the academic year. Please make an appointment with a designated school official if you think that you qualify for off-campus work permission.

Practical training: Practical training authorization permits you to take a job that is directly related to your field of studies and commensurate with your educational level. In most cases, you must have been a full-time student for at least nine months prior to applying for practical training permission. You may work with practical training either prior to or after completion of studies. Please make an appointment with a designated school official for further information on practical training guidelines and application procedures. For more information, please visit this link:
www.eiu.edu/~interntl/newsite/employment.php

Curricular Practical Training: Temporary employment for curricular practical training may be authorized under certain circumstances. Such employment must not only be related to your field of study, but must also be a required or integral part of your studies. Training which is **required** by your degree program always meets the requirements for

curricular practical training, regardless of whether or not you receive academic credit for your work. Training which is not required by your degree program may meet the requirements for curricular practical training if you receive **academic credit** for the employment experience, and it is an **important or integral part of your studies**.

For more information, please visit this link:

www.eiu.edu/~interntl/newsite/employment.php

Locating a Job

On-campus hourly jobs: You may wish to begin your search for an hourly job on the job board in the Office of Financial Aid located in the East Wing of the Student Services Building. Please note that international students do not qualify for federal work-study jobs. You might also ask your acquaintances and professors if they know of any available jobs.

Assistantships and graduate hourly jobs: Ask about assistantship opportunities in your department.

Internships and jobs after completion of studies: Find out whether your department has a placement office. The placement office will contain a wealth of information about jobs and resources for locating employment. You might also wish to visit Career Services (<http://www.jobsrv.eiu.edu/>) located at 3055 Student Services Building for help with job search strategies, resume and cover letter writing, and interview skills. You might also investigate job opportunities through professional associations related to your field of study. Finally, it is always a good idea to "network", or ask professors and other colleagues for job recommendations
