J-2 dependents may apply for work permission to the Department of Homeland Security (DHS) through the Office of Global Engagement (OGE), if such employment is needed for the support of the dependents ONLY.

**Application Instructions:**
The J-2 will apply for employment authorization using the form I-765 (https://www.uscis.gov/i-765). The following documents are required. They can be reviewed in the OGE before mailing:

1. Complete **Form I-765**.
2. Money order for $410 payable to: **Department of Homeland Security**.
3. Copy of I-94 of both J-1 and J-2 exchange visitors.
4. Your last Employment Authorization Document (EAD card) if you have one.
5. 2 color photos.
   a. See I-765 instructions for specifications.
6. J-2 Dependent writes a letter* to **Department of Homeland Security** indicating **ALL** of the following (see the sample letter):
   a. Why employment is desired. (Should include expenses for recreation, cultural activities, and related travel).
   b. State income for employment will be used **ONLY** for support of J-2 and dependents.
   *You may bring a rough draft of your letter for review to OGE before making a final copy, if you wish to do so.

Mail all the above documents to DHS via certified mail. DHS will mail you a Form I-797 receipt notice. If approved, your Employment Authorization Document (EAD) will be mailed to you. Approximate time to obtain permit is six to eight weeks. Once you receive your EAD please send a copy to the OGE for our records.

**Address for Mailing**:  
USCIS Phoenix Lockbox  
For U.S. Postal Service (USPS):  
USCIS  
P.O. Box 21281  
Phoenix, AZ 85036  
For FedEx, UPS, and DHL Deliveries:  
USCIS  
Attn: NFB AOS  
1820 E. Skyharbor Circle S  
Suite 100  
Phoenix, AZ 85034  
*See the USCIS Website for any address updates.

**Please Note:**
1. J-2 cannot accept employment until the EAD is received from DHS.
2. **DHS will grant work authorization for the duration of the J-1 principle’s authorized stay as indicated on the DS-2019 or for a period of 1 year, whichever is shorter.**
3. Employment authorization is valid only if the J-1 is maintaining status.
4. Additional periods are possible if the J-1 principle has been granted an extension of program of study or J-related employment.
5. Social Security (FICA), federal and state income taxes **will be deducted** from the earnings of the J-2.
Dear Sir or Madam,

I would like to apply for J-2 work permission. I understand that my earnings are not allowed to be used to support my J-1 spouse. Attached you will find evidence showing funding to support my spouse’s J-1 exchange visitor program.

Sincerely yours,

[Your signature]

[Your name]