



# THE UNIVERSITY OF TEXAS AT DALLAS

International Student Services  
800 W. Campbell Rd., SSB34, Richardson, Texas 75080-3021  
(972) 883-4189 [ISSOCurrent@utdallas.edu](mailto:ISSOCurrent@utdallas.edu)

## UT Dallas Economic Hardship Request Form

Student Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Email Address: \_\_\_\_\_ UTD ID: \_\_\_\_\_

### A. Answer the following questions.

Enter your desired EAD start date.

Do you have a Social Security Card?      Yes      No

Circle one.

If "No," you can apply for one as soon as you receive the EAD AND you reach the start date on the EAD. Request an SSN letter through <https://icomet.utdallas.edu>.

### B. Required Documents. Submit the following documentation to the ISSO.

- Economic hardship request form, signed by you
- Copy of I-765 Form
- Copy of your letter explaining the need for Economic Hardship and any additional evidence
- Copy of previously issued EAD cards, if applicable

### C. Statements of understanding. Upon submission of my request for a Severe Economic Hardship EAD, I understand the following:

- It is my responsibility to determine if I am eligible for this F-1 benefit.
- I must be in valid F-1 status to be eligible for this benefit.
- If approved, I can work off-campus up to 20 hours per week while school is in session, full-time during official school breaks. This can be in addition to on-campus employment.
- I must continue to maintain full-time enrollment each long semester (spring and fall).
- IF I TRANSFER TO ANOTHER SCHOOL OR GRADUATE my current authorization ends and I will need to re-apply for another authorization, even if the current card is unexpired. **If I continue to work on the card after graduation or after the transfer of my SEVIS record to another school, I will be out-of-status.**
- If I have participated in unauthorized employment, I am not eligible for an EAD.
- I should not leave the U.S. while the decision is pending.
- If I have any outstanding petitions, filing for this application may negatively impact those requests.
- The ISSO cannot contact USCIS about my application until the posted processing period as indicated in the receipt letter has passed.
- If my application is denied and I want to appeal the decision, the ISSO cannot assist me with that petition and suggests contacting an immigration attorney.

My signature below indicates that to the best of my knowledge, I have provided all the necessary documents and supplied true and accurate information.

### D. Submit your Economic Hardship Request to the ISSO.

- **In Person:** Submit to the ISSO during office hours. Monday - Thursday, 8:00am to 6pm. Friday, 8:00am to 5pm.
- **By Email:** (additional paper copies are not required): Submit to [ISSODocuments@utdallas.edu](mailto:ISSODocuments@utdallas.edu). Verify that the total size of attachments in one e-mail is not larger than 5MB. Do not send files in compressed formats, such as .rar or .zip. Instead, use a PDF, JPEG or DOC format.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_