



## J-1 Student On-Campus Work Authorization Request Form (rev. 2/13/2025)

**INSTRUCTIONS:** 1) Read the J-1 regulations related to on-campus work authorization at <https://iss.uoregon.edu/campus-employment>. 2) Email this request form to International Student & Scholar Services at [intl@uoregon.edu](mailto:intl@uoregon.edu) to receive a work authorization letter.

Name: \_\_\_\_\_ UOID: \_\_\_\_\_

Address: \_\_\_\_\_ Tel: \_\_\_\_\_

Level (Check One): ☐ Undergraduate ☐ Exchange ☐ Graduate UO Email: \_\_\_\_\_

UO Hiring Dept: \_\_\_\_\_ Employer ID (EIN): 46-4727800

UO Hiring Dept Address: \_\_\_\_\_ Tel: \_\_\_\_\_

Job Title \_\_\_\_\_ Start Date: \_\_\_\_\_

Dept Hiring Manager Name/Title: \_\_\_\_\_ End Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ No. of Hours / Week: \_\_\_\_\_

### J-1 SPONSOR AUTHORIZATION (ISSS USE ONLY)

As a Responsible Officer (RO) or Alternate Responsible Officer (ARO) under the University of Oregon's J-1 Exchange Visitor Program, P-1-0072, I have verified that this student is in valid J-1 student status and is eligible to accept the above on-campus employment. Under J-1 regulations at 22 CFR 62.23.(g)(2), the student is limited to 20 hours of employment per week while school is in session. Full-time employment is permitted during vacation periods, provided the student intends to register full-time for the subsequent quarter.

\_\_\_\_\_  
Responsible Officer / Alternate Responsible Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name and Title

### DIVISION OF GLOBAL ENGAGEMENT

5209 University of Oregon, Eugene OR 97403-5209 USA (541) 346-3206 **FAX** (541) 346-1232 <http://international.uoregon.edu>

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