

A student on an F-1 or J-1 visa status must receive approval from the International Center for any type of employment, including on-campus employment. On-campus employment approval is received by completing this form and submitting it to the International Center. The student will receive an employment eligibility form from the International Center acknowledging that his/her employment has been approved.

J-1 Students: You will receive a follow up e-mail message from the International Center once your employment has been approved. Please note that you must resubmit this form every quarter in order to receive approval.

F-1 Students: You will need to resubmit this form every time you accept a new on-campus job.

BIOGRAPHICAL INFORMATION			
TODAY'S DATE [MM/DD/YYYY]:			
LAST NAME (as it appears in passport):			
FIRST NAME (as it appears in passport):			
SEVIS ID#:			
LOCAL RESIDENCE ADDRESS:	STREET ADDRESS:		
	CITY:	STATE:	ZIP CODE:
PHONE NUMBER(S):	HOME #:		
	CELL #:		
	WORK #:		

EMPLOYMENT INFORMATION			
NAME OF HIRING DEPARTMENT:			
DEPARTMENT CONTACT INFORMATION:		DEPARTMENT CONTACT NAME:	UCI E-MAIL:
WORKSITE ADDRESS: (address of where you will be working)	STREET ADDRESS:		
	CITY:	STATE:	ZIP CODE:
DATES OF EMPLOYMENT [MM/DD/YYYY]:		START:	END:
JOB TITLE:		NUMBER OF HOURS PER WEEK:	SALARY:
JOB RESPONSIBILITIES:			

SIGNATURE:	DATE:
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