



Office of International Students and Scholars

J-1 Student On-Campus Employment Authorization Request Form

All Pace J-1 students must have authorization for on-campus employment. Students are allowed to work part-time (20 hours or less per week) during the academic year and full-time during school breaks and summer vacation.

Student Name: _____

Last Name

First Name

Pace UID #: _____

Email Address: _____ Telephone: _____

DS2019 Start Date: _____ DS2019 End Date: _____

Degree Objective (if applicable): Bachelor's _____ Master's _____ Doctorate _____

Local U.S. Address

U.S. Street Address: _____ Apt. /Rm. #: _____

City: _____ State: _____ Zip Code: _____

Employment Information

Department Name: _____

Hours per week: _____

Employment Duration

Start Date: _____ End Date: _____

For Office Use Only

Home Institution Approval _____ Date: _____

ISS Approval _____ Date: _____