

SAMPLE LETTER FOR J-2 WORK AUTHORIZATION APPLICATION

Date: *Enter date here*

U.S. Citizenship and Immigration Services

Dear Sir or Madam:

My name is (J-2 name) and I am in the United States in J-2 status accompanying my spouse, (J-1 name), who is a (your spouse's position at Texas Tech University, i.e. graduate student, research associate, visiting fellow, or visiting research fellow, etc) at Texas Tech University. I am applying for J-2 work authorization.

My spouse earns \$_____ a month. *Please indicate all sources of funding and make sure that the total amount of funding is not less than the amount indicated on your DS-2019s.* This amount is sufficient to cover their own expenses and our day-to-day expenses.

I wish to be employed (*to pursue my own career interest advancement, experience the American culture, take English language classes, sightseeing trips within the U.S., cultural activities and related travel etc.*) and NOT to financially support my spouse.

Enclosed please find my application for the work authorization and all relevant documents. I respectfully request that you grant me the work authorization. I would like to request employment authorization until the end date of my DS-2019 on _____ (*enter your DS-2019 end date*).

Sincerely,

**** Your Signature Here****

****Type your Name Here****

**** Type your Address Here****