Employment with Certain International Organizations

Please submit everything listed below to the front desk of ISSS. The materials will be reviewed and you will be contacted when the materials are ready to be picked up.

List of Items You Should Submit:
- Completed Form I-765 (Fill in items 1-16 and sign at the bottom IN BLUE INK)
- Academic Advisor’s Form (attached)
- TuPortal (Self-Service Banner) printout of academic history at Temple University
- TuPortal printout of current registration
- Transcripts from any other U.S. school that you have attended
- Copies of all Forms I-20 you have received while studying in the United States
- I-94
- Passport(s)
- 2 photocopies front and back of any previously issued Employment Authorization Documents
- 2 identical color passport-style photos
- Personal check or money order for $380 made payable to: U.S. Department of Homeland Security

This employment:
* Will be authorized by the US Citizenship and Immigration Service (USCIS) and could take between 2 and 3 months to process
* Requires that student is maintaining valid full-time F-1 student status
* Automatically ceases if student fails to maintain valid F-1 status
* May begin at any time — there is no one academic year requirement
* Requires a written offer letter from a qualified international organization
* May not be granted for more than 12 months per application and no longer than expected date of program completion
* May not be begin until student has received Employment Authorization Document (EAD card) and upon the start date listed on the EAD
* Can be approved full-time or part-time
* Does not need to be in student’s field of study
* Does not effect eligibility for practical training or on-campus employment
When you pick the application materials, you should review and then mail complete application to:

USCIS
PO Box 660867
Mesquite, TX 75266

For express mail and courier service:

USCIS
Attn: AOS
2501 S. STATE HIGHWAY 121, BUSINESS STUITE 400
LEWISVILLE, TX 75067

Working with International Organizations

International Organizations hiring individuals in Nonimmigrant Student (F-1) status may suggest or require that students change their nonimmigrant status to G status, the nonimmigrant category reserved for employees of International Organizations. Please be aware of the practical effects of such a change of status, including:

- Since you will not be in F status after the change, you are not eligible for F-1 benefits such as on-campus employment while in G status;
- The change to G status may be viewed by USCIS as an interruption in F-1 status for purposes of qualifying for economic hardship or practical training employment;
- Any accompanying F-2 family members would also have to change their status to G; and the process of changing back to F-1 status can take several months at some of the USCIS Service Centers.

Some International Organizations, especially large organizations such as the World Bank Group, may have internal guidelines for hiring individuals in Nonimmigrant Student (F-1) status. Students should check with the international organization before beginning the application process.

International Organizations

The following is an alphabetical listing of the international organizations of which the United States is a member and which have been designated by Executive Order pursuant to various treaties or under the International Organizations Immunities Act of December 29, 1945.

- African Development Bank
- African Development Fund
- Asian Development Bank
- Border Environmental Cooperation Commission
- Caribbean Organization Commission for Environmental Cooperation Commission for Labor Cooperation Commission for the Study of Alternatives to the Panama Canal
- Customs Cooperation Council
- European Bank for Reconstruction and Development
- European Space Agency
- Food and Agriculture Organization
- Great Lakes Fishery Commission
- Hong Kong Economic and Trade Offices
- Inter-American Defense Board
- Inter-American Development Bank
- Inter-American Institute for Cooperation for Agriculture
- Inter-American Investment Corporation
- Inter-American Statistical Institute
- Inter-American Tropical Tuna Commission
- International Atomic Energy Agency
- International Bank for Reconstruction and Development
- International Boundary and Water
Commission - the United States and Mexico
International Centre for Settlement of Investment Disputes
"World Bank Group" consists of five associated institutions listed above:
1. IBRD: The International Bank for Reconstruction & Development
2. IDA: The International Development Association
3. IFC: The International Finance Corporation
4. MIGA: The Multilateral Investment Guarantee Agency
5. ICSID: The International Centre for Settlement of Investment Disputes
**ACADEMIC ADVISOR RECOMMENDATION FORM**

**STEP 1.** Submit this form to your academic advisor for completion then submit it with the remaining application materials to ISSS.

<table>
<thead>
<tr>
<th>Student’s name:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>TU ID#:</td>
<td></td>
</tr>
</tbody>
</table>

Field of Study:  
Level of Study:  

<table>
<thead>
<tr>
<th>Has this student continuously completed a full course of study?</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>If not, please explain why student has fallen below full-time status. Graduate students must complete 9 credits hours per Spring and Fall semesters – Graduate Students with a Teaching / Research Assistantship may register for and complete a minimum of six (6) credits. Undergraduate students must complete a minimum of 12 credit hours.</td>
<td></td>
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</tbody>
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<table>
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<tr>
<th>SPECIFIC DATE of Degree Completion:</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>(mm/dd/yyyy) when student will meet program requirements (i.e. date of last class, defends dissertation, submits thesis, completes last exam for degree)</td>
<td></td>
</tr>
</tbody>
</table>

Date of Student’s Graduation Ceremony:  
Advisor’s Name:  
Advisor’s Email Address:  
Phone:  
Signature:  

**STEP 2. TO THE STUDENT:** AFTER you meet with your Academic Advisor you must select the date you want the employment to begin and end. You may only apply for a total of 12 months. You can go to the following website to calculate your dates: [http://www.timeanddate.com/date/duration.html](http://www.timeanddate.com/date/duration.html)

**DATE YOU WANT EMPLOYMENT TO BEGIN:** ________________

**DATE YOU WANT EMPLOYMENT TO END:** ________________