

# F-1 EMPLOYMENT FOR AN INTERNSHIP WITH AN INTERNATIONAL ORGANIZATION

## Definition and Eligibility

An F-1 student may apply to USCIS for authorization to participate in an offer of employment within an international organization that is recognized under the International Immunities Act. A list of these qualifying organizations is attached. As long as the student is in valid F-1 status there is no waiting period prior to becoming eligible to apply for this type of employment. Employment may be full time and can be authorized in increments of up to one year.

The position does not have to be related to the student's field of study, but the authorization cannot extend beyond the end of the student's academic program. There must first be an official offer of employment from the sponsoring organization in order to apply for the authorization.

This type of employment authorization does not impact the student's eligibility for participation in other types of employment related to F-1 status. However, during the period of employment the student must otherwise continue to maintain status, including continuing to pursue a full course of study.

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## How to Apply

- (1) Obtain a letter of certification from the international organization on their official letterhead that indicates the employment is within the scope of the organization's sponsorship.
- (2) Complete USCIS Form G-1145 (download from <http://www.uscis.gov/> ; click on Forms tab; choose G-1145; type responses on form and print out) This form is *optional* and allows you to provide an email address or cell phone number to receive an email or text message when your application is initially received by the U.S. government.
- (3) Complete USCIS Form I-765 (download from <http://www.uscis.gov/> ; click on Forms tab; choose I-765; type responses on form, print out, and sign) Use the category code (c)(3)(ii) in section number 16 of the form.
- (4) Schedule an appointment with an ISSS advisor. Bring your letter from the international organization, your I-20, passport, I-94, and completed I-765 (& optional G-1145) to your appointment.
- (5) At your appointment the ISSS advisor will review your documents. If everything appears to be in order the advisor will update your SEVIS record with the recommendation for the employment and will issue you a new I-20 showing the recommendation. Both you and the advisor will need to sign this new I-20.
- (6) Assemble the following application materials to submit to USCIS.
  1. **\$380 application fee** in the form of a check or money order made payable to "U.S. Department of Homeland Security".
  2. **2 photographs**, passport style (guidelines on next page) with your name gently printed on the back. Be careful not to damage photos when writing.
    - a. Nebraska Service Center recommends placing the photo in a clear plastic 'ziploc' sandwich bag.
    - b. do NOT put a staple through the photos or trim the size of the photos.
  3. Completed **G-1145** (optional) - typed & printed out
  4. Completed **I-765** – typed, printed out, & signed (receipt and work permit are mailed to the address used on this form)
  5. **Photocopy of the new I-20** signed by the ISSS advisor on p.1 & 3, AND by you on p.1
  6. **Letter** from the international organization.
  7. Photocopy of your **I-94** and ID pages of your **passport**. If applying for renewal of your authorization also include a copy of the previous work permit.

- (7) Mail your assembled packet to USCIS. It is recommended that you send it in a manner that verifies delivery (such as certified mail with proof of delivery requested). If using a Kansas address\* send your application to:

**For US Postal Service:**

USCIS  
PO Box 21281  
Phoenix, AZ 85036

**For non-Postal Service (FedEx, UPS, etc.):**

USCIS Attn: AOS  
1820 E. Skyharbor Circle S, Suite 100  
Phoenix, AZ 85034

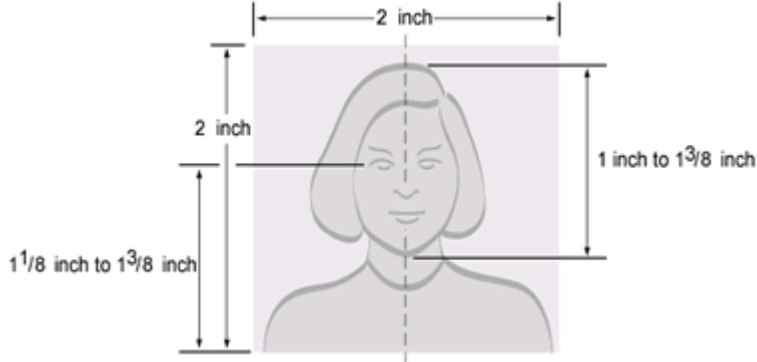
*\*Note: If using an address outside of Kansas, you may need to mail it to a different Lockbox location.*

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## Photo Guidelines

### Seven Steps to Successful Photos

1. Frame subject with full face, front view, eyes open
2. Make sure photo presents full head from top of hair to bottom of chin; height of head should measure 1 inch to 1 3/8 inch (25 mm to 35mm)
3. Center head within frame (see Figure below)
4. Make sure eye level is between 1 1/8 inch to 1 3/8 inch (28 mm and 35 mm) from bottom of photo
5. Photograph subject against a plain white or off-white background
6. Position subject and lighting so that there are no distracting shadows on the face or background
7. Encourage subject to have natural expression



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## Current Processing Times and Online Status Check

**Processing Times:** <https://egov.uscis.gov/cris/processTimesDisplay.do> Select the appropriate Service Center. Click "Service Center Processing Dates". Note the date of posting. Look for "I-765 /Application for Employment Authorization/Based on a Request by a Qualified F-1 Academic Student [(c)(3)]" The date listed indicates applications received prior to this date should have been processed.

**Online Status Check:** The status of your application can be checked online with your receipt number: <http://www.uscis.gov/> Look for the CASE STATUS box on the left-hand side of the website. USCIS sends a receipt which may take up to 4 weeks to receive. Enter Receipt Number (LINxx-xxx-xxxxx) without hyphens to check on the status of your application. The receipt is NOT your work permit. There is also a link, "Sign Up For Case Updates" to receive any automatic email updates on the status of your application.

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## Authorization

If approved, your work authorization will come in the form of a card (referred to as an EAD). Do not begin working before you receive the EAD. Also, do not begin working until the start date noted on the card and do not work after the expiration date indicated on the card. You will need to show this card to your employer. Also, please provide a copy of it to the ISSS Office for your file.

*Reference: 8 CFR 214.2(f)(9)(iii)*

**INTERNATIONAL ORGANIZATIONS  
QUALIFYING FOR F-1 EMPLOYMENT AUTHORIZATION  
per 8 CFR 214.2(f)(9)(iii)  
I-765 category (c)(3)(ii)**

- African Development Bank
- African Development Fund
- Asian Development Bank
- African Union
- 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 (formerly the European Space Research Organization).
- Food and Agriculture Organization
- Global Fund
- Great Lakes Fishery Commission
- GRECO (Council of Europe in Respect of the Group of States Against Corruption)
- 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 (World Bank)\*
- International Boundary and Water Commission - the United States and Mexico
- International Centre for Settlement of Investment Disputes \*
- International Civil Aviation Organization
- International Coffee Organization
- International Committee of the Red Cross
- International Cotton Advisory Committee
- International Cotton Institute
- International Criminal Police Organization (INTERPOL) (Limited Privileges)
- International Development Association\*
- International Development Law Institute
- International Fertilizer Development Center
- International Finance Corporation \*
- International Food Policy Research Institute (Limited Privileges)
- International Fund for Agricultural Development
- International Hydrographic Bureau
- International Joint Commission - the United States and Canada
- International Labor Organization

- International Maritime Organization (formerly the Intergovernmental Maritime Consultative Organization)
- International Maritime Satellite Organization
- International Monetary Fund
- International Organization for Migration (Formerly Provisional Intergovernmental Committee for the Movement of Migrants for Europe and Intergovernmental Committee for European Migration.)
- International Pacific Halibut Commission
- International Secretariat for Volunteer Service
- International Telecommunications Satellite Organization (INTELSAT)
- International Telecommunication Union
- International Union for Conservation of Nature and Natural Resources (Limited Privileges)
- International Wheat Advisory Committee (International Wheat Council)
- Interparliamentary Union
- Israel-United States Binational Industrial Research and Development Foundation
- ITER International Fusion Energy Organization
- Korean Peninsula Energy Development Organization
- Multilateral Investment Guarantee Agency \*
- Multinational Force and Observers
- North American Development Bank
- North Pacific Anadromous Fish Commission
- North Pacific Marine Science Organization
- Organization for American States (including Pan American Union)
- Organization for Eastern Caribbean States
- Organization for Economic Cooperation and Development (formerly the Organization for European Economic Cooperation)
- Organization for the Prohibition of Chemical Weapons
- Pacific Salmon Commission
- Pan American Health Organization (including Pan American Sanitary Bureau)
- South Pacific Commission.
- United International Bureau for the Protection of Intellectual Property (BIPRI)
- United Nations
- United Nations Educational, Scientific, and Cultural Organization
- United Nations Industrial Development Organization
- Universal Postal Union
- World Health Organization
- World Intellectual Property Organization
- World Meteorological Organization
- World Tourism Organization
- World Trade Organization

\* One of the 5 agencies included within the "World Bank Group"

List Source: U.S. Dept. of State Foreign Affairs Manual Volume 9 – Visas, 9 FAM 41.24 Exhibit I  
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