**On-Campus Employment Authorization Form**

J-1 students sponsored by SOU are required by federal regulations to receive authorization for any on-campus employment. Students must be authorized for employment before beginning work.

Employment can total no more than 20 hours per week while school is in session. A student can work full-time during official school breaks and annual vacation.

This form is only valid for the position and dates listed below. Should the student obtain a new position at the University, he/she should submit a new On-Campus Employment Authorization Form.

**Student Name**

**Major(s) Graduation Date**

**Job Title** **Total Hours Per Week**

**Department/Unit Supervisor**

**Start Date End Date**

**Student Signature** **Date**

**Supervisor Signature** **Date**

The student named above is authorized to work for one full year in the position named on this form.

**International Student Advisor Signature Date Approved**