



Internship with an International Organization

Overview

F-1 students are eligible to do an internship with a recognized international organization, such as the United Nations, the World Bank, International Monetary Fund, World Health Organization etc. There is no 9-month waiting period, and employment does not have to be related to the student’s course of study.

However, an F-1 student who has been offered employment by a recognized international organization must apply for employment authorization from United States Citizenship and Immigration Services (USCIS). Employment can be full-time or part-time, but the student must still be a full-time student and maintain F-1 student status during their internship. The student must apply for the Employment Authorization Document (EAD) from USCIS, and receive EAD before employment begins. Employment is granted by USCIS in increments of no more than one year. You will have to request a new I-20 for the employment from Webster’s International Services office.

Eligibility Requirements

To be eligible for employment authorization with an international organization, you must:

1. Be currently maintaining valid F-1 status
2. Have a written offer of employment from a qualifying international organization

Application Process

Submit the documents specified in the checklist below to International Services for review and to request an I-20 recommending employment with an international organization. ***The employment application should be filed at least 90 days before the proposed employment is to begin.***

To submit, email scanned attachments to intlservices@webster.edu.

Subject line: "Internship with Int’l Org, Last Name, First Name, Webster ID #"

We will respond **within 5-7 business days**.

Student and Internship Information:

Student ID Number: _____ Name: _____

Phone: (____) _____ Email: _____

Webster University Campus: _____

Degree (MS, BA, etc): _____ Program or Major: _____

Program Completion Date *(the day you complete your final degree requirements)*: _____

Internship Start Date: ____/____/____ Internship end date: ____/____/____

Please set the start date at least 90 days from now.

Name of international organization: _____

CHECKLIST of ITEMS REQUIRED

- Completed **Form I-765, Application for Employment Authorization** **in blue pen**
(Enter the code **(c)(3)(ii)** in item **#16**). Download Form I-765 from the USCIS web-site:
<http://www.uscis.gov/files/form/i-765.pdf> .
- Completed **Form G-1145, E-Notification of Application/Petition Acceptance**. Download Form G-1145 from the USCIS web-site: <http://www.uscis.gov/files/form/g-1145.pdf> .
- Photocopies of all previously issued **Form I-20s**, including I-20s from other schools
- Photocopies of any previous **Employment Authorization Documents** (front and back)
- A printout of **Form I-94**
- Photocopy of a new **I-20** (to be issued by Webster’s International Services office after receiving this application)
- Photocopies of the following **Passport pages: (1) Name, picture and validity/expiration pages (2) Most recent visa page**
- A **\$380 check or money order** payable to “**U.S. Department of Homeland Security**”)
- Two identical passport-style** photos taken **within 30 days** (Using a pencil or a pen lightly print your name and I-94 number on the back of each photo). Detail photos specifications are on page 6 of the Form I-765 instructions located at: <http://www.uscis.gov/files/form/i-765instr.pdf>
- A **written offer of employment** from the recognized international organization, on the organization's letterhead