

The College of New Jersey  
**On-Campus Employment Guidelines**  
**For International Students and Hiring Units at TCNJ**

This is only a brief summary of highly detailed and complex regulations regarding employment for F-1 and J-1 students. For more information, please contact The Office of International and Off-Campus Programs and the Summer School (iss@tcnj.edu) or visit our website for more specific regulations (<http://www.tcnj.edu/~iss/>).

- Annual Vacation Periods - include spring, summer, Thanksgiving and Winter Breaks
- TCNJ on-campus job listings are available at [TCNJ's Career Services Website](#)

**To be eligible for any employment students/scholars must be in lawful status while in the United States.**

Visa Type	Employment during Fall/Spring semesters	Employment during Annual Vacation Periods	Special Notices
F-1	15 hours-per-week when school is in session (TCNJ standard for part-time employment)	35 hours-per-week (or TCNJ standard for full-time employee)	To obtain a Social Security Card, F-1 students require verification of employment.
F-2 (dependents)	NOT PERMITTED TO WORK	NOT PERMITTED TO WORK	NOT PERMITTED TO WORK
J-1	15 hours-per-week when school is in session (TCNJ standard for part-time employment)	35 hours-per-week (or TCNJ standard for full-time employee)	J-1 students must obtain a letter from the J program sponsor authorizing them to work.
J-2 (dependents)	Not limited to number hours	Not limited to number hours	Must have a valid <b>Employment Authorization Document</b> issued by the Immigration Services.

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