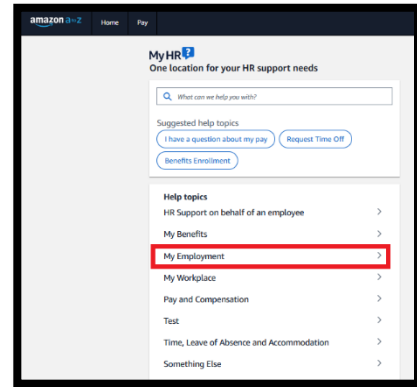
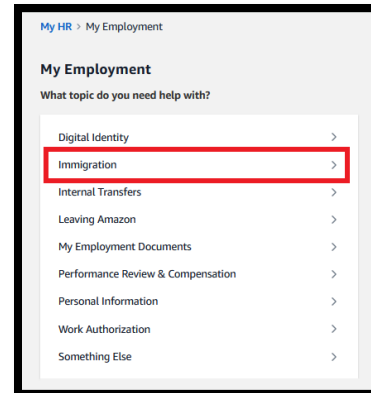


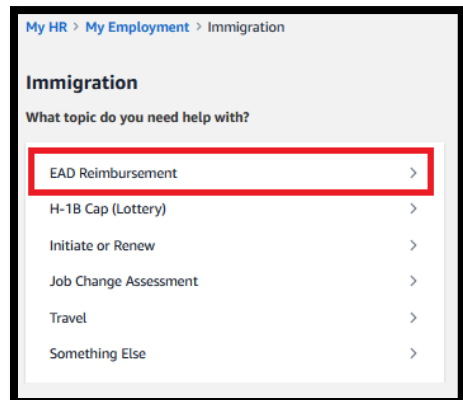
1. From the MyHR home screen, click on “My Employment” under Help topics.



2. This will bring you to a list of My Employment topics. Select “Immigration” from the list of topics.

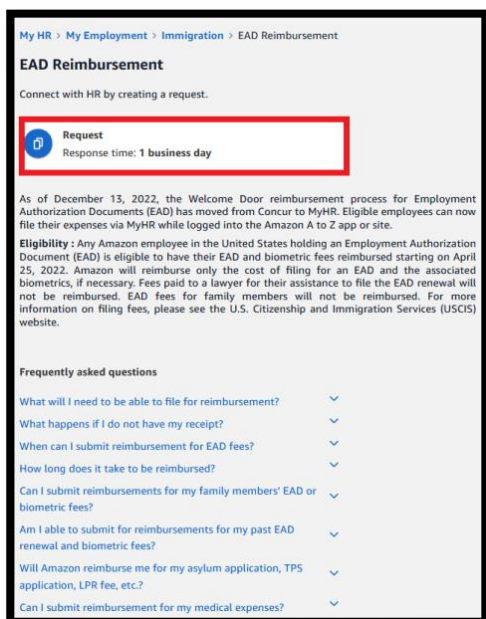


3. This will bring you to a list of Immigration topics. Select “EAD Reimbursement” from the list of topics.



4. This will bring you to the EAD Reimbursement Request. Review the eligibility criteria and frequently asked questions before proceeding.

Select the ‘Request’ button.



5. Enter the requested information into the form, upload your receipt, then select “Submit”.

My HR > My Employment > Immigration > EAD Reimbursement > Create a request

### EAD Reimbursement

\* Indicates required

What is the Employment Authorization Document (EAD) category code? \*


-- select --

You can find your EAD category code on your EAD card under "Category". It can also be found on your I-797C receipt under "Eligibility Category".

Enter the total amount of your EAD and/or associated biometrics cost: \*

Reimbursement limit of \$500.00

Upload receipts for the EAD and relevant biometrics: \*

 [Select Files](#) Or drag and drop file

Supported file types: .doc, .docx, .pdf, .txt, .jpg, .png, .svg, .mpg, .tiff

Enter the email address you would like expense review and payment updates sent to: \*

0 characters entered. 80 or fewer are required.

**Voluntary Self-Identification of Nationality**  
Providing this information is completely voluntary and refusing to provide it will not subject you to any adverse treatment. Any information that you provide will be kept confidential and will not be used in any way that is inconsistent with federal, state, or local law.

What is your Nationality?

Afghanistan

**Want more info on Welcome Door?**  
EAD reimbursement is offered as part of the Welcome Door program, which provides support to humanitarian-based immigrant employees (including refugees, asylees, asylum seekers, Deferred Action for Childhood Arrival (DACA), Temporary Protective Status (TPS) holders and others).

If you would like the Amazon Immigration team to contact you with information regarding additional benefits related to the Welcome Door program, select the check box below. Please note your decision to opt in to Welcome Door communications does not impact your EAD Reimbursement request, is voluntary, and you can opt out at any time.

☐ Opt-in to communications from the Welcome Door program

Description:

Details of your request

0 characters entered. 5000 or fewer are required.

[Submit](#)