

**Letter to the Social Security Administration from F-1 student's ON-CAMPUS
EMPLOYER (Verifying Employment)**

To whom it may concern:

This is evidence of on-campus
employment for: _____

(Name – F-1 Student)

Nature of student's job (e.g., wait staff, library aide, research assistant, etc.):

Start Date: _____ Number of Hours/Week: _____

Employer contact information:

22-1487354

(Employer Identification Number (EIN))

(Employer Telephone Number)

(Student's Immediate Supervisor)

Employer Signature (Original): _____

Signatory's Title: _____

Date: _____

Working While Awaiting an SSN

An F-1 student may work while the Social Security number application is being processed. Employers may wish to reference SSA's fact sheet, *Employer Responsibilities When Hiring Foreign Workers*. This fact sheet contains information on how to report wages for an employee who has not yet received an SSN and is available online at <http://www.socialsecurity.gov/employer/hiring.htm>

This is to certify that _____ is an F-1 student
attending Stevens Institute of Technology.

Jennifer A. Marsalis, Principal Designated School Official
Telephone: 201-216-5189

Date