

THIS IS A SAMPLE LETTER ONLY

Suggested language for letter to the Social Security Administration from F-1 student's ON-CAMPUS EMPLOYER (Verifying Employment)

(Letter must be typed on official school or department letterhead stationery and must contain the employer's original signature)

[Today's Date]

To Whom It May Concern,

This is to certify that _____ is an F-1 student and has been offered, or is
(Name of Employee)
already working in general, on-campus employment.

Nature of/Title of Employee's job:

Start Date: _____

Number of Hours/Week: _____

Employer contact information:

(Employer's Identification Number (EIN))

(Employer's Telephone Number)

(Employer's Printed Full Name)

Employer's Signature: _____

Employer's Title: _____

Date: _____