

Social Security Number

The Social Security Administration, a government agency, is responsible for issuing a social security number (SSN) to those who are legally employed in the US. F-1 international students are eligible to work on-campus for up to 20 hours per week during the academic year. F-1 students may exceed the 20-hour limit during annual vacation and school breaks if the student is not enrolled.

How Do I Get a Social Security Number?

You must have an offer of employment to receive a Social Security Number. Only eligible students who have been offered authorized employment can apply for an SSN number. This is federal law and is true in every state in the United States. You cannot apply for an SSN for background checks, loans, credit card applications or other reasons. Once you have an offer of employment, the on-campus employer begins the process by submitting the Request for Letter for International Students Applying for a Social Security Number to notify your DSO. DSO will review and contact the student about next steps.

The process is as follows:

- Student receives offer for on campus employment.
- Employer completes the Request for Letter for International Students Applying for a Social Security Number and submits to DSO.
- Student requests support letters from DSO.
- DSO prepares letters of support for SSN.
- Student gathers the following documents: support letters, completed Form SS5, I-20, I-94, employment offer letter, and passport. (All original documents).
- Call the SS office at **1-800-772-1213** to schedule an interview, stating that all necessary documents are available.
- A wait interview date.
- Once student receives the SSN, the student will contact the employer and Human Resources to complete hiring paperwork according to their process.