Manager
Social Security Administration
1405 Greenup Avenue
Ashland, KY. 41101

STUDENT SOCIAL SECURITY NUMBER REQUEST

To Social Security Administration:
This is evidence of on-campus employment for: _____
(Name-F-1 Student)

Nature of student's job (e.g., work study, graduate assistant, library aide, research assistant, etc.):
_____

Start Date: _____ Number of Hours / Week: _____

Employer Contact Information:

61-1014029	

Morehead State University or Other Employer
(Employer Identification Number (EIN)

_____
(Employer Telephone Number)

_____
(Student's Immediate Supervisor)

_____ _____
Employer's Signature (original) Signatory's Title

Date: _____

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 of 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.

FOR OFFICE OF INTERNATIONAL STUDENT SERVICES USE ONLY:
I certify that this student is enrolled full-time as a student at Morehead State University or on OPT and has a position of employment. Please issue this student a social security number.

_____ _____
OIE Designated School Official - Original Signature Typed or Printed name (PDSO or DSO)

_____ _____
Phone Date