On Campus Employment

Process to obtain a Social Security Number (SSN)

Get job offer

- Your supervisor will provide you with on campus employment paperwork

Student Employment

- Bring on campus employment paperwork
- Bring your passport, visa, I-20 and I-94
- Student Employment will provide you with an employment letter

ISSO

- Bring your Student Employment letter to ISSO
- Request for a SSN support letter (takes up to 3-5 business days)
- Complete a SSN Responsibility Form

Social Security

- Bring ISSO's SSN support letter
- Bring your passport, visa and I-94
- Request for SSN (takes up to 2 weeks)

Student Employment

- Bring original SSN card
- Bring passport, visa and I-94
- Student Employment will give you instruction on how to track your worked hours