

## F-1 student requirements for a social security number

### Eligibility:

1. You must have a job offer with a start date of no more than 30 days into the future
2. You must be in valid F-1 status and be enrolled as a full-time student
3. You must be eligible for employment in the U.S.

### How to apply:

Take the following documents with you to the Social Security Administration Office:

1. Original passport that is valid for at least 6 months into the future
2. Most recent original I-20 with the student signature on the front page
3. Most recent electronic I-94 (obtain this at <https://i94.cbp.dhs.gov>)
4. Original OPT card (If you are currently on OPT)
5. A letter from your employer
  - a. If your job is **on-campus**, the Employee Services Office will create your letter and will send it to the International Student Services Office for signature by a Designated School Official. The International Student Services Office will email you when the letter is ready for you to pick up
  - b. **Students on OPT**: you must obtain a letter from your off-campus employer and have OPT authorization listed on the 2<sup>nd</sup> page of your I-20
  - c. **Students on CPT**: you must obtain a letter from your off-campus employer and the ISS Office, and have CPT authorization listed on the 2<sup>nd</sup> page of your I-20

**You must take the above listed documents with you and apply for a social security number in person at any Social Security Administration Offices. Locations are available at [www.secure.ssa.gov](http://www.secure.ssa.gov) or the location of the nearest office to Lynn University is listed below.**

Address: 621 NW 53<sup>rd</sup> Street, Suite 400      Phone: 1-800-772-1213  
Boca Raton, FL 33487

Hours:

Monday	9:00 am to 3:00 pm
Tuesday	9:00 am to 3:00 pm
Wednesday	9:00 am to 12:00 pm
Thursday	9:00 am to 3:00 pm
Friday	9:00 am to 3:00 pm
Saturday	Closed
Sunday	Closed