

F-1 Student Applying for a U.S. Social Security Number McAllen Office – COVID Update

As an F-1 student, you are permitted to work on campus (or off-campus if they have permission from U.S. Citizenship and Immigration Services/USCIS). In order to be paid you will need a Social Security Number (SSN).

4 STEPS FOR APPLYING FOR A SOCIAL SECURITY NUMBER (SSN)

1. To obtain a Social Security Number (SSN) you will first need to have an actual job offer on campus
2. Complete the International Student On-Campus Employment Authorization Form.
3. IASS will issue a letter for you to take to the Social Security Administration. You must request the letter at the time of completing the Employment Authorization Form.
4. Call the McAllen Social Security Administration (SSA) Office and wait for the instruction to fax your documents to the number that they provide. Once they receive your documents they will contact you to make an in-person appointment.

MCALLEN SOCIAL SECURITY ADMINISTRATION OFFICE

3004 N McColl Rd, McAllen, TX 78501

Hours: 9 A.M – 4 P.M

Phone: (855) 886-9628

Recommended documents to fax:

- IASS letter
- Valid Passport
- Valid I-20 (F-1)
- Visa
- Form I-94
- Original Birth Certificate (recommended)

Note: The office is currently closed and is only taking appointments by phone.

WHEN CAN I GET MY SOCIAL SECURITY NUMBER?

If approved, new security procedures do not permit a Social Security Number to be issued immediately. All your documentation will be verified with immigration and a number will be issued in 2-6 weeks.

WHEN CAN I START TO WORK?

Even though having a Social Security Number (SSN) is not a requirement for employment eligibility or starting employment under USCIS regulations, an employer may choose to begin employing someone **before** the person has an SSN. But **you cannot be paid** until you have received your SSN. (HR would not provide approval of employment if you have not obtained your SSN). Immediately upon notification of employment, employees must report to Human Resources to ensure that all employment eligibility documents are in order and to comply with other new hire Human Resources requirements.