

F-1 Student Applying for a U.S. Social Security Number

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 On-Campus Employment Authorization Survey sent via email
3. IASS will issue a letter for you to take to the Social Security Administration.
4. Take the following documentation to the Brownsville or McAllen Social Security Administration (SSA) Office:
 - Valid Passport
 - Valid I-20 (F-1)
 - Visa
 - Form I-94
 - IASS letter
 - Original Birth Certificate (recommended)

ADDRESS OF SOCIAL SECURITY ADMINISTRATION OFFICE

Brownsville

3115 Central Blvd.
Brownsville, TX 78520
Phone: 1-866-964-6486
Hours: 9:00AM - 4:00PM

McAllen

3004 N. McColl Rd.
McAllen, TX 78501
Phone: 1-855-886-9628
Hours 9:00AM - 4:00PM

Note: Plan to be at the office for about two hours

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.

8 C.F.R. § 214.2 (9) (i) On-campus employment. (Excerpt)On-campus employment must either be performed on the school's premises, (including on-location commercial firms which provide services for students on campus, such as the school bookstore or cafeteria), or at an off-campus location which is educationally affiliated with the school. Employment authorized under this paragraph must not exceed 20 hours a week while school is in session. An F-1 student may, however, work on campus full-time when school is not in session or during the annual vacation. A student who has been issued a Form I-20 A-B to begin a new program in accordance with the revision of 8 CFR 214.3(k) and who intends to enroll for the next regular academic year, term, or session at the institution which issued the Form I-20 A-B may continue on-campus employment incident to status.