

## F-1 Students and Social Security Numbers

F-1 students are eligible to apply for a social security number **ONLY** if they obtain an on-campus job offer OR qualifying practical training (CPT or OPT). Student who do not have authorized employment are **NOT** eligible to apply for a social security number. It is possible to get a bank account without a social security number. If you are not eligible for a social security number but wish to obtain a driver's license or state ID, follow the procedure below to obtain a denial letter.

### Step 1: If you are offered an on-campus job or authorized practical training (for a denial letter skip to step 2):

- Request an offer letter (on school or company letterhead) from your employer which must contain the following:
- Name of the F-1 employee (your name)
- Description of the employment
- Anticipated or actual employment start date no more than 30 days into the future at the time of application for a social security number
- Number of hours per week the student is expected to work
- Employer identity number (EIN). For Bunker Hill Community College, that number is 04-6002284 .
- Employer contact information, including the name and telephone number of the student's immediate supervisor
- Verification of the employment status (i.e. student has been hired)
- Original signature with signatory's title and date

### Step 2: Complete the Social Security application online.

1. Begin your Social Security application online at <https://secure.ssa.gov/ossnap/public/landingOSSnap>. In the online section of the application labeled **Social Security Number Documentation** select the following:

- Foreign Passport
- I-94 with Unexpired Foreign Passport
- I-20 Certificate of Eligibility
- Other if you have an approved Change of Status notice

You can schedule, reschedule, or cancel an appointment by calling us at **1-800-772-**

**1213** (TTY **1-800-325-0778**), Monday through

Friday between 8:00 a.m. – 7:00 p.m. local time, or contacting your [local Social Security office](#) at

<https://secure.ssa.gov/ICON/main.jsp>

2. If you don't have a US phone number, you can use 617-228-2461.

3. Submit your application online.

### Step 3: Collect the necessary documentation:

For the Social Security Card application procedure, you will need the following documents:

1. Your I-20
2. Your passport with valid visa or passport and approved change of status notice.
3. Your I-94 Arrival Record (if you don't have a paper copy, and most people don't, you can print one at <https://i94.cbp.dhs.gov/i94/#/home>)
4. A letter from the PDSO (Doni Casula) or a DSO (Maxime Mad-Toingue or Heather Shapazian). You will need to provide them with the offer letter as described above.

### Step 4: Submit your documentation to the Social Security Office:

When you have all the items together, and you have been officially registered with SEVIS for the current semester, visit the Social Security Administration location most convenient to you with all of your original documentation.

**PLEASE NOTE: Once you receive your card in the mail, you will need to provide it to your employer for a copy. Following that, it is important that you keep it in a safe place. The number will stay with you for the rest of your life, and it is one of the most important documents to have while you are in the United States.**