



RE: SOCIAL SECURITY NUMBERS & INTERNATIONAL STUDENTS

Dear MCC Community:

The new evidence requirements for F-1 Students (international students) from the Social Security Administration has been in effect since October 13, 2004; it has made hiring international students more cumbersome for on-campus employers and has thusly caused a major hindrance for international students obtaining jobs here at the College. I want to do what I can to simplify and to facilitate the process so that international students can be afforded the opportunity to contribute to our MCC community.

The new rule that came in effect as of October 2004 requires international students to prove that they are engaging in, or have secured employment in order to apply for a social security card. Once the student provides the required evidence to the SSA with the application, their social security card will begin to be processed. Due to the fact that the completion of this process requires coordination between the Social Security Administration and the Department of Homeland Security the processing time may vary between a few days and a few weeks. It should on average be processed within a week.

A dated OFFER LETTER from employer with the following information included:

To: SOCIAL SECURITY  
SUITE 1400  
100 CHESTNUT ST  
ROCHESTER, NY 14604

- Job title
- Brief (1-2 lines) job description
- Employment start date
- Number of work hours anticipated
- Supervisor's name & phone number
- Supervisor's signature

I greatly appreciate your cooperation and patience with this new requirement and I would be happy to answer any questions and respond to any concerns that you might have regarding this issue.

Sincerely,

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