

J-1 SOCIAL SECURITY LETTER REQUEST FORM

****Return this form to the ISO after completion****

Name: _____

Date Requested: _____ MIT I.D.#: _____

Phone #: _____ Email: _____

Please complete this form fully. It may take up to TWO WEEKS to process letters during peak periods (beginning of term, holiday, vacation).

I am writing on behalf of the above referenced student, a J-1 visa holder on the Massachusetts Institute of Technology's Exchange Visitor Program, #P-I-0039. This student enrolled for a Full-Time course of study. This student has permission to work part-time ON Campus. The student may work up to twenty (20) hours per week during the academic year and full-time during vacation periods provided this work does not interfere with academic progress. According to federal regulations, J-1 visa holders must have a Social Security number in order to be paid for any on or off-campus employment. They are subject to withholding and payment of federal and state income taxes.

If there are any further questions, please feel free to contact me at (617) 253-3795.