How to Apply for a Social Security Number

F-1 student requirements for a social security number

Eligibility:

1. You must have a job offer with a start date of no more than 30 days into the future
2. You must be in valid F-1 status and be enrolled as a full-time student
3. You must be eligible for employment in the U.S.

How to apply:

Take the following documents with you to the Social Security Administration Office:

1. Original passport that is valid for at least 6 months into the future
2. Most recent original I-20 with the student signature on the front page
3. Most recent electronic I-94 (obtain this at https://i94.cbp.dhs.gov)
4. Original OPT card (If you are currently on OPT)
5. A letter from your employer

a. If your job is on-campus, the Employee Services Office will create your letter and will send it to the
   International Student Services Office for signature by a Designated School Official. The
   International Student Services Office will email you when the letter is ready for you to pick up
b. Students on OPT: you must obtain a letter from your off-campus employer and have OPT
   authorization listed on the 2nd page of your I-20
c. Students on CPT: you must obtain a letter from your off-campus employer and the ISS Office,
   and have CPT authorization listed on the 2nd page of your I-20

You must take the above listed documents with you and apply for a social security number in person at
any Social Security Administration Offices. Locations are available at www.secure.ssa.gov or the
location of the nearest office to Lynn University is listed below.

Address: 621 NW 53rd Street, Suite 400  Phone: 1-800-772-1213
Boca Raton, FL 33487

Hours: Monday 9:00 am to 3:00 pm
Tuesday 9:00 am to 3:00 pm
Wednesday 9:00 am to 12:00 pm
Thursday 9:00 am to 3:00 pm
Friday 9:00 am to 3:00 pm
Saturday Closed
Sunday Closed