What is a Social Security Number?

A Social Security Number (SSN) is a permanent nine-digit identification number/card issued by the United States Government. It is used primarily for taxing income in order to provide retirement and medical benefits. For tax purposes, anyone receiving income must provide their US employer with a Social Security number.

Who is eligible for a SSN?

As an F-1 student, you are eligible for a Social Security Number (SSN). An F-1 student needs to have an offer of employment on campus. You cannot apply until you have an actual job offer. Students who have never worked on campus, but who find authorized employment off campus (like CPT or OPT) are also eligible to apply for a SSN. Persons with F-2, H-4, B-1 or B-2 status may not be employed and cannot obtain a SSN.

How to Apply?

To obtain a Social Security number, you must apply in person at the local Social Security Administration office. Follow the procedures below depending upon your type of nonimmigrant status. The name you put on your Social Security application needs to match the name you have on your I-20/ DS-2019/ I-797, your passport, your I-94 card, and your McNally Smith College of Music records.

Standard Documents

You must show the following documents to complete an application:

• Valid Passport

• Valid I-94 card

• I-20/ DS-2019/ I-797

• One other piece of identification – student ID card, driver's license, etc.

F-1 Students

1. Download the “Verification of F-1 Student’s On-Campus Job” form at mcnallysmith.edu ➔ Admissions ➔ International Students ➔ Employment (CPT, OPT, etc.). The hiring department must complete section #1 of the form.

2. Bring the form to the International Admission Department for a signature in section 2.

3. Bring the following documents to a local Social Security Administration Office:
a) Completed “Verification of F-1 Student’s On-Campus Job” form
b) I-20
c) I-94 card
d) Passport
e) Additional identification such as a driver’s license or student ID

Additional Materials (depending on your status)

F-1 Students with an Employment Authorization Document (OPT): Under certain circumstances, F-1 students can obtain an Employment Authorization Document (EAD) that permits them to work off-campus. In most cases, F-1 students with an EAD are on Optional Practical Training. F-1 students who have an EAD need to submit the standard documents listed above, and should show their EAD when they apply. No employer letter is necessary. No DSO letter is necessary.

F-1 Students on Curricular Practical Training (CPT): All F-1 students need to submit the standard documents listed above. The I–20 must be properly endorsed with DSO authorization for CPT on page 3. No employer letter is necessary, but a copy of an offer letter may be helpful.

As an F student, be sure to wait at least 10 days after you initially entered the United States to visit the Social Security Administration (SSA) office. There are many locations throughout the Twin cities, but the closest one to McNally Smith College of Music is:

Social Security Administration Office: 1811 Chicago Ave S, Minneapolis, MN 55404

Office Hours: Monday – Friday, 09:00 AM - 03:30 PM

Phone: (800) 772-1213 Website: www.ssa.gov

Direction:

LOCATED 5 BLOCKS SOUTH OF THE HUBERT H HUMPHREY METRODOME. TWO BLOCKS NORTH OF FRANKLIN AVENUE ON CHICAGO AVENUE. THE #5 BUS STOPS AT THE CORNER OF 18TH AND CHICAGO IN BOTH NORTH AND SOUTH DIRECTIONS. THE CARD CENTER ENTRANCE IS LOCATED ON THE EAST SIDE OF THE BUILDING.
After you successfully apply at an office, the card will be mailed to you in approximately three to four weeks.