

**LEHIGH ON-CAMPUS EMPLOYER
(Verifying Employment)**

Date: _____

To whom it may concern:

This is evidence of on-campus employment for: _____
(F-1/J-1 Student)

Nature of student's job (e.g., wait staff, library aide, research assistant, etc.):

Department/Office Name and Location:

Start Date: _____ Number of Hours/Week: _____

Employer contact information: **24-0795445 (Lehigh University EIN)**

(Lehigh Employer Telephone Number)

(Name of Student's Immediate Supervisor)

Employer Signature: _____

Signatory's Title: _____

Please note - Working While Awaiting for an SSN:

An F-1 student may work while the Social Security number application is being processed. Employers may wish to reference SSA's fact sheet, *Employer Responsibilities When Hiring Foreign Workers*. This fact sheet contains information on how to report wages for an employee who has not yet received an SSN and is available online at <http://www.socialsecurity.gov/employer/hiring.htm>.