



## Social Security Letter for U-M J-1 Students

### Instructions for student:

1. Complete Section I. You may use Acrobat Reader to complete and print the form, or you may print the form for the employer to complete by hand.
2. Attach a copy of your current DS-2019 and a copy of your most recent I-94 card (front side only).
3. Bring the form to the International Center reception desk and the letter will be ready 5 business days later for pick-up.
4. For an authorization to work on campus, you must also complete the [On Campus Employment Authorization \[PDF\]](#) request form on a yearly basis for each job.

### Section 1-Student Employee Information

LAST NAME	FIRST NAME	MIDDLE NAME
DATE OF BIRTH (mm-dd-yyyy)	UNIQUENAME	UMID

### Section 2, to be completed by the University of Michigan International Center:

This is to certify that the above named full-time student is in the United States on the University of Michigan's Exchange Visitor Program, P-1-00142. This student is in valid J-1 status and is eligible for employment authorization. If you have any additional questions, please contact the University of Michigan International Center at 734.764.9310.

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U-M International Center Signature

Louise Baldwin, *Associate Director/RO*  
Linda Kentes, *Assistant Director/ARO*  
Elena Gruzdeva, *Advisor/ARO*  
Emily Jenkins, *Advisor/ARO*

\_\_\_\_\_  
Date

Scott Manley, *Advisor/ARO*  
John Prescott, *Advisor/ARO*  
Elizabeth Wiseman, *Advisor/ARO*

<b>International Center Use Only</b>	<input type="checkbox"/> In	ACTIVE	NONACTIVE	Initials:	Date:
	<input type="checkbox"/> Approved			Initials:	Date:
	<input type="checkbox"/> Follow-up Needed			Initials:	Date:
	<input type="checkbox"/> Out			Initials:	Date: