

On Campus Employment Authorization

This form is for student non-immigrant purposes only. Approval from Human Resources is still needed. As a student on an international visa, your work is commonly restricted to on-campus positions that meet the following limitations:

- Work is provided by Southern Utah University,
- Work's primary task directly provides service for SUU students,
- Work does not displace a U.S. citizen or lawful permanent resident, and
- Work is restricted to 20 hrs. Per week while school is in session; hours may be increased to 40 hrs. during breaks

Student Name: _____
Family/Last Name First Name

T-Number or SEVIS ID or Date of Birth: _____

Current U.S. Address: _____
Street address City State Zip

Student's Email: _____ Visa Type: F-1 J-1

Do you need to apply for a Social Security Number (SSN)? Yes No

Section below to be completed by employer:

Hiring Department: _____

Name of Supervisor: _____

Supervisor Email: _____ Supervisor Phone Number: _____

Dates of Employment: Start date: _____ End date: _____

Number of hours student will work per week: _____ (20 hours per week limit, except during breaks)

Student Position Title: _____

Brief Position Description:

Note to employer: Employment may be denied if the student is out of status. A Designated School Official will contact you and Human Resources via email if the student is out of status and cannot be employed.

Signature of Employer Print Name Date

Signature of Student Employee Print Name Date

Office Use: Request for On Campus Employment approved: Yes No

SSN Letter Created: Yes No

Initials of DSO: _____