



STUDENT AFFAIRS
**CRANWELL INTERNATIONAL
CENTER**
VIRGINIA TECH.

Harper Hall (0509)
240 West Campus Drive
Blacksburg, Virginia 24061
Phone: 540-231-6527
Fax: 540-231-3808
Email: international@vt.edu
Web: international.vt.edu

Dear Social Security Representative:

This is evidence of **on-campus** employment for the following student:

Student's Last Name: _____

Student's First Name: _____

Nature of student's job and hiring department (e.g. dining staff for Dining Services, research assistant for *[insert department and/or Professor here]*, etc.):

Start Date: _____

Tentative hours to be worked per week: _____

Employer/Department Contact Information (address, phone number):

Student's Direct Supervisor: _____

Employer Identification Number (EIN): **54-001805**

Employer Signature/Date: _____

Signatory's Title: _____