

To Whom It May Concern:

This is evidence of on-campus employment for:

Name of Student: _____

Student ID: _____

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

Start Date: _____ Number of Hours/Week: _____

Employer contact information: **74-2652689 (UA - Employer Identification Number (EIN))**

Employer - UA Hiring Department & Telephone Number

Employer's Printed Name and Title (Immediate Supervisor)

Employer's Original Signature (Immediate Supervisor)

Date

Graduate Hires – Check yes or no, all applicable terms, and provide amounts where indicated

- Assistantship/ Associateship Awards -

	<u>Yes</u>	<u>No</u>	<u>Applicable Terms</u>		
1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Fall	<input type="checkbox"/> Spring	Graduate Assistantship/Associateship (GA) \$ _____ (Total actual salary to be paid for Fall and Spring)
2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Fall	<input type="checkbox"/> Spring	GA Non- Resident Tuition Award
3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Fall	<input type="checkbox"/> Spring	GA Remission Award FTE: <input type="checkbox"/> .25 <input type="checkbox"/> .33 <input type="checkbox"/> .50
4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Fall	<input type="checkbox"/> Spring	GA Health Insurance Award

-Other Awards-

5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Fall	<input type="checkbox"/> Spring	Fellowship/Scholarship \$ _____ (cash amount)
6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Fall	<input type="checkbox"/> Spring	Graduate Tuition Scholarship \$ _____ (amount)
7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Fall	<input type="checkbox"/> Spring	Other \$ _____ (amount)
8	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Summer 20____		Other/Stipend \$ _____ (amount)

Working While Awaiting an SSN

An F-1/J-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>.