

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 (includes surcharge) 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 (includes surcharge) \$ _____ (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>.