

Sample Letter for On-Campus Employees of F- 1 Students (On employing department's letterhead)

Date

To Whom It May Concern:

This is evidence of on-campus employment for <name of F-1 student>.

Nature of student's job:

Start Date:

Number of Hours/Week:

Employer contact information

Employer Identification Number (EIN):

Employer Telephone Number:

Student's Immediate Supervisor:

Employer's Signature:

Signatory's Title:

Date: