**Date:**

*Brooklyn Social Security Card Center*

*154 Pierrepont St.*

*6th Floor*

*Brooklyn, NY 11201*

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Social Security Administration (SSA):

This letter verifies that the below student has been offered on-campus employment at St. Francis College.

**Student last name:** **Student first name:**

**Student DOB:** **Student SFC ID:**

**Student job title:**

**Description of job duties:**

**Start date:** **Number of hours per week:**

**Employer ID number (EIN):** 11-1635105

**Student’s immediate supervisor full name:**

**Student’s immediate supervisor signature:**

**Student’s immediate supervisor title:**

**Employer’s phone number:**

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As a Designated School Official (DSO), I certify that the above student is in ACTIVE F-1 status at St. Francis College, is in good academic standing, and is eligible to work for the on-campus employer listed above.

**Designated School Official (DSO) name:** Grayson Savoie

**DSO signature:**

**DSO email:** gsavoie@sfc.edu **DSO phone number:** 718.489.2067

**Date:**