

Request for Confirmation of F-1 On-Campus Employment Authorization

To receive a written confirmation that you have legal authorization for on-campus employment, please complete this form and bring it with your Passport, Form I-94, and Form I-20 to the Office of International Education in the Alumni Memorial Union room 425.

Name: _____ MU ID #: _____
(family name) (given name)

Local Phone Number: _____ Date of Birth: _____

Marquette E-mail address: _____ @ Marquette.edu

Passport: _____ SEVIS ID#: _____
(country) (number) (expiration date)

Do you have a Social Security number? _____ Yes _____ No

If No, please ask an OCIP Advisor about the procedures for obtaining your Social Security number:

Please answer each of the following questions with "T" for True or "F" for False:

I have read the information on the reverse side of this paper. _____

I have not been employed in the United States without legal authorization. _____

I will keep my Passport valid continuously. _____

I will not allow my employment to interfere with my success in my academic studies. _____

I understand that on-campus employment while school is in session during the fall and spring semesters must not exceed 20 hours in any one week but may be full-time during vacation periods. _____

I understand that I may work on campus during vacation periods only if I have completed the requirements to continue my Marquette studies in the term following the vacation or, if I am transferring to another university after the vacation, I may be employed at Marquette only until my SEVIS release date. _____

I understand that my on-campus employment is authorized only while I maintain my valid Marquette F-1 status. If I do not maintain my status, I will stop work immediately. _____

Signature: _____ Date: _____

Please do not write below this line.

Step One: Passport pos ID _____ and exp date _____. Visa F-1 _____ indicates MU _____.
Form I-20 by MU _____ issued on _____ for (reason) _____ comp date _____.
I-94 entry on _____ as F-1 _____ for D/S _____. Step 1 by _____ on _____

Step Two: Student is Full-time: _____ CQPA is satisfactory: _____ Student I-file status is clear: _____

Action: _____ By: _____ Date: _____