

To whom it may concern:

I kindly request that this letter be allowed to stand as an official confirmation of on-campus employment for:

_____ **(Name – F-1 Student)**

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

Start Date: _____ Number of Hours/Week: _____

Employer contact information:

_____ **(Employer Identification Number (EIN))**

_____ **(Employer Telephone Number)**

_____ **(Student's Immediate Supervisor)**

Employer Signature (Original): _____

Signatory's Title: _____

Date: _____