



## 1. Checklist of Required Documents for Students and Scholars seeking Social Security Number

- Passport (including visa)
- I-94 U.S. Admission Card (*available online here <https://i94.cbp.dhs.gov/i94/request.html>*)
- I-20 (F-1 & F-2 students/dependents) or DS-2019 (J-1 & J-2 students/scholars/dependents)
  - **NOTE:** Valid I-20 MUST state “Continued attendance” (page 1, point 3) with ISSO signature on page 3; for printing of new I-20, original I-20 “Initial attendance” must be given to ISSO with current registration
- Employment letter on official “letterhead” stationery (see point a. above for letter details)
- ISSO Social Security Eligibility Letter (see point b. above for letter request details)
  - *Students only:* Current copy of full-time registered classes
- Social Security Administration Application for a Social Security Card (available at the SSA)

## 2. Checklist of Required Documents for Students and Scholars seeking Ineligibility Letter

- Passport (including visa)
- I-94 U.S. Admission Card (*available online here <https://i94.cbp.dhs.gov/i94/request.html>*)
- I-20 (F-1 & F-2 students/dependents) or DS-2019 (J-1 & J-2 students/scholars/dependents)
- Oakland University picture ID Card
- Michigan Driver’s License or ID Card (if you have one)

**NOTE: You do not need a letter from the ISSO for an Ineligibility Letter**