

## Social Security Number

In order to work in the US, you will need a valid Social Security number (your Saint Leo University ID number is not a valid Social Security number). The Social Security Administration will process your application and a number will be sent to you. To apply, please visit the Center for Global Engagement Office for instructions.

## Taxes

In general, F-1 students who have been in the US for no more than five calendar years are exempt from social security taxes (also known as F.I.C.A. tax). You should be sure to bring this to the attention of your employer because many employers are not familiar with this provision of the tax laws. Students in F-1 status are subject to all other taxes that may apply, including federal, state and local.

## Employment Eligibility Verification

Within the first three days of beginning work, you and your employer must complete a form entitled Employment Eligibility Verification (USCIS Form I-9). This form will be kept on file by your employer and must be updated each time you receive a renewal of your work permission. Your SEVIS CPT I-20 should meet the documentation requirement of the I-9.

## Failure to Comply with Regulations

It is your responsibility to comply with all immigration regulations which apply to F-1 students, including employment regulations. Working without the proper authorization is a serious violation of your student status. If you fail to comply with your responsibilities, you may not be eligible for benefits usually granted to F-1 students and, in some situations, may be subject to deportation. Prior to accepting any employment in the US, we urge you to consult with the Center for Global Engagement.

*I acknowledge that I understand and have thoroughly reviewed the federal F-1 Curricular Practical Training (CPT) guidelines set forth by the United States Citizenship and Immigration Services (USCIS). I recognize that CPT is an employment authorization for eligible F-1 students and is intended to provide practical training directly related to my major field of study. I understand that CPT must be authorized by my Designated School Official (DSO) before beginning any employment, that it requires continued enrollment and good standing in my academic program, and that failure to comply with these guidelines may jeopardize my F-1 status. I commit to adhering to these regulations and understand the responsibilities associated with participating in CPT.*

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Name - Written