

Employment Notification Form

Submit this completed form no later than **90 days** from the start date listed on you EAD Card, and within **10 days** if employment status changes. Scan and email this form with the Employment Offer Letter to dso@viu.edu and career@viu.edu. All VIU graduates should submit this form regardless of their status (F-1, H-1, H-4, Green Card/Permanent Residents, U.S. Citizens, etc....) **Please Note: All fields are mandatory**

1 - PERSONAL INFORMATION (TO BE COMPLETED BY STUDENT)

First: Deepak Middle: _____ Last Name: Maharjan

VIU Student ID # 10000124470 Degree and Program: MS in Software Engineering

Graduation Date: 05 / 06 / 2017 (MM/DD/YYYY) Semester: ☒ Spring / ☐ Summer I / ☐ Summer II / ☐ Fall

Address: 9010 Twn & Cntry Blvd. City: Ellicott City State: MD Zip Code: 21043

Phone: 641-226-0940 VIU Email: deepmaha@campus.viu.edu

Status: ☐ F-1* / ☐ H-1 / ☐ H-4 / ☒ Green Card holder / ☐ US Citizen / ☐ Other: _____

*OPT Start Date: ____/____/____ (MM/DD/YYYY) OPT End Date: ____/____/____ (MM/DD/YYYY)

2 - JOB PLACEMENT INFORMATION (TO BE COMPLETED BY STUDENT)

Job Title: Web Developer Position Start Date: 04 / 24 / 2016 (MM/DD/YYYY)

Work hours per week: 40 Salary per year \$ 52,000 (please put "0" if position is unpaid)

Company Name: Oneil Interactive E-Verify # (for F-1) _____

Employer Identification Number (EIN #) _____ Employer URL: oneilinteractive.com

Address: 10914 York Road City: Hunt Valley State: MD Zip Code: 21030

Supervisor's Name: Mark Henderson Title: Director Web Development

Supervisor's Phone: 410-584-2500 Email: mark@oneilinteractive.com

List 4 skills you use in this position which related to your degree (use attached file "Skill List by Program"):

Software Engineering

- ☐ I am new to this position.
- ☐ I am NOT new to this position but my degree was beneficial in obtaining or maintaining it (if marked, please fill out [Student Placement Attestation Form](#) and submit along with the Employment Notification Form).
- ☐ OPT Reporting Requirement – I am submitting this form to fulfill the mandatory **6-month** reporting requirement

I certify that the above information is true and factual. If any of the above information changes at any time, I understand that it is my responsibility to report the changes to Virginia International University (VIU) and submit a new Employment Notification Form. I also give VIU permission to contact my employer to verify my employment.

Signature: 

Date: 3 / 6 / 2017

3 - FOR OFFICE USE ONLY

Completed by Career Center:

Date received: _____ by _____

Placed by:

☐ Title CIP # _____ SOC # _____

☐ Skills

☐ Benefit - Placement Attestation Attached (Y / N)

Completed by DSO:

Date received: _____ by _____

Date entered into SEVIS: _____

by _____