



# SOCIAL SECURITY INFORMATION

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The Social Security Administration issues Social Security numbers (SSNs).

## Eligibility

- **H-1B** visa holders are eligible for a social security number.
- **F-1** Students are eligible for a social security number only if they have an on-campus employment offer or specific work authorization granted by USCIS and they are registered for class.
- **F-2** dependents are not eligible for social security numbers.
- **J-1 Students** are eligible for a social security number only if they have an on-campus employment offer or have been granted specific work authorization.
- **J-1 Research Scholars/Professors and Short-term Scholars** are eligible for a social security number.
- **J-2 dependents** are eligible for a social security number only if they have received employment authorization from USCIS.

*All eligible applicants must wait at least 10 days after their initial entry into the U.S. in their eligible visa category before applying for the Social Security Number.*

## Obtaining a Social Security Number

1. Apply in person at the Social Security Administration Office. The following documents are needed:
  - a. Completed [Form SS-5](#) (Application for a Social Security Card), and
  - b. **F-1 Students** – Form I-20, Form I-94, passport and visa, and a completed SSN Employer Letter signed by both on-campus employer and the international student advisor;
  - c. **J-1 Students and Exchange Visitors** – Form DS -2019, Form I-94, passport and visa, and a completed SSN Employer Letter signed by both on-campus employer and the international student advisor;
  - d. **H-1B** –Form I-797 (H-1B approval), job offer letter, Form I-94, passport and visa.
2. Be sure to ask for a receipt. It may be helpful for banking purposes until you receive your Social Security card. A card will be mailed to you and the average processing times for a Social Security card is 10-14 business days.
3. The local Social Security Administration office located at:  
5509 S. Donnybrook Ave., Tyler, TX 75703  
Hours: Mon. Tue. Thu. Fri. 9:00 am – 3:00 pm. Wed. 9:00 am – 12:00 pm  
Phone: 1-877-319-3814  
For more information, visit [Tyler Social Security Administration Office](#) website.