



Student Worker Employment Letter

Instructions: Fill in each section for your student worker, print and sign. The hired student will take this letter to the ISO Office on the 7th floor.

Statement from Employer

Date:

Name of the F-1 student employee: _____

Description of the employment:

Actual employment start date: _____

Number of hours student is expected to work: 20 hours per week

Employer identity number (EIN): 20-8825983

Employer contact information:

North American University
11929 West Airport Blvd.
Stafford, TX 77477

Supervisor:

Verification of employment status: Student has been hired. He/She will start working on _____.

Note: Form must be given to the Human Resources Office within 2 business days of the start date for E-Verify verification.

Please feel free to contact me directly with any questions regarding this Full-time F1 student who is working on campus 20 hours per week.

Thank you,