



Salve Regina University F-1 Verification of Hire

Date: _____
To: Office of International Programs _____
From (Name of Hiring Department): _____
Re: F-1 Verification of Hire _____

This letter serves as evidence of on-campus employment for:

First name _____
Last Name _____
Student ID: _____
Name of student's job _____
Anticipated start date: _____
Number of Hours/Week: _____
Employer Contact Information: _____
Employer Telephone Number: _____
Student's Immediate Supervisor: _____
Employer Signature: _____
Employer Title: _____

Office of International Programs Confirmation:

☐ Student is in good F-1 standing and eligible for on-campus employment on a per semester basis. The student is authorized to work part-time (10hours/week) on-campus under F-1 student status during the spring and fall semesters. The student is also eligible to be employed full-time during vacation periods (winter break and summer periods).

DSO Signature: _____
Date: _____