



MACALESTER

INTERNATIONAL STUDENT PROGRAMS

1600 Grand Avenue
Saint Paul, Minnesota USA
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macalester.edu/isp

Student Employment Administrator and DSO Attestations for F-1 Students

In addition to this form signed and completed, the student is required to bring with him or her:

- Form I-20
I-94 (Arrival/Departure card or print out)
Passport valid for at least six months
Completed SS-5 Form

Section I. To be completed by Student Employment Administrator

Name of Student Worker: _____

Job Title (e.g., Lab Assistant): _____

How many hours will the student work per week (circa): _____

When did (or will) the student begin work (i.e., date): _____

Student Employment Administrator Name:

Email: studentemployment@macalester.edu
Phone: 651-696-6280
Student Employment Program Coordinator

Signature and Date: _____

Employer Identification Number (EIN): 410693962

Section II. To be completed by a DSO

I certify that the student named above is a fulltime, F-1 student, and maintaining status as defined by the Department of Homeland Security. Please contact the DSO at 651.696.6078, 651.696.6806 (fax), or isp@macalester.edu. Thank you.

DSO: Aaron Colhapp, Director of International Student Programs
Luyen Phan, Assistant Director of International Student Programs
Bruce Gawtry, Immigration Specialist
Kara Warren, Coordinator

Signature and Date: _____
(original signature, no stamps)