



MACALESTER

INTERNATIONAL STUDENT PROGRAMS  
1600 GRAND AVENUE  
SAINT PAUL, MINNESOTA  
55105-1899

TEL: 651-696-6992  
FAX: 651-696-6806  
EMAIL: instlstudent@macalester.edu  
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): \_\_\_\_\_

Name Student Employment Administrator:      Jaelynn Blenkush  
Student Employment Administrator  
Phone: 651-696-6835  
Email: jblenkus@macalester.edu

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 intlstudent@macalester.edu. Thank you.

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

Signature and Date: \_\_\_\_\_  
(original signature, no stamps)