

# PURDUE UNIVERSITY FORT WAYNE

## ON CAMPUS EMPLOYMENT FORM

FOR F-1 STATUS DEGREE-SEEKING INTERNATIONAL STUDENTS ONLY. NOT TO BE USED FOR J-1 EXCHANGE STUDENTS

### PLEASE PRINT NEATLY!

DATE: \_\_\_\_/\_\_\_\_/20\_\_\_\_ PFW ID#: \_\_\_\_\_

Name: \_\_\_\_\_

Local Address: \_\_\_\_\_

Local Phone ( ) \_\_\_\_\_ - \_\_\_\_\_ Cell Phone ( ) \_\_\_\_\_ - \_\_\_\_\_

Email: \_\_\_\_\_ On-Campus Employer: \_\_\_\_\_  
(PFW Email Address) (Office, Department, Dining Services, Etc.)

**The maximum amount you are permitted to work while classes are in session is 20 hours per week. Working any more than this amount will violate your F-1 student status.**

### FOR EMPLOYER USE ONLY:

This serves as evidence of on-campus employment offer for student: \_\_\_\_\_  
(Last Name, First Name)

Expected Start Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Expected Number of Hours Per Week: \_\_\_\_\_

Nature of Student's Job (e.g. food service staff, library aid, student success coach, etc): \_\_\_\_\_

To be completed by the Employing Department (Supervisor or hiring official):

\_\_\_\_\_  
Signature (Original) Name (Print Please)

Title: \_\_\_\_\_ Phone: (260) \_\_\_\_\_ Today's Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Employer ID Number (EIN)\*: \_\_\_\_\_

**\*Only for Fresh Ideas, Bon Bon's, Don Tacos, Jimmy John's and Hungry Howie's that are physically located on the PFW campus.**

### OIE OFFICE USE ONLY:

This international student is authorized to work on campus for no more than 20 hours while school is in session (fall and spring semesters) or full time (more than 20 hours per week) on campus during official school vacation periods ONLY (summer, winter and spring break).

F-1 students are aliens lawfully admitted to the United States under authority of the law permitting them to work in the United States based on federal regulation 8CFR 214.2 (f) (9) (I) as long as the student maintains F-1 visa legal status. The signature and seal below signifies that the student is authorized to work on campus as indicated above.

\_\_\_\_\_  
Signature and Seal of Authorized OIE Rep.

\_\_\_\_\_  
Date