**Instructions for Social Security Card Application**

**\*PLEASE USE A BLUE PEN TO COMPLETE THE APPLICATION**

**\*PLEASE PRINT LEGIBLY----Unreadable entries will only delay your Social Security Card processing**

**On the application:**

***Mailing Address*: % Kate Stoetzner, Grand Valley State University,**

 **1 Campus Dr., 130 LOH, Allendale, MI 49401**

 ***Citizenship:* Mark the box that states ”Legal Alien Allowed to Work”**

***Mother/Father Social Security Number:* Most parents do not have a SSN, just leave this blank. (If they have applied for a Social Security, at some time, then please enter the number.)**

**Make sure to take: I-20 or DS-2019; Passport; VISA; I-94; Letters from PIC; Completed Application**