SOCIAL SECURITY NUMBER APPLICATION GUIDE

MAILING ADDRESS:
C/O STOETZNER, GVSU
1 CAMPUS DRIVE, 130 LOH
ALLENDALE, MI, 49401

CITIZENSHIP:
"LEGAL ALIEN ALLOWED TO WORK"
IF PARENTS DON'T HAVE U.S.A. SSN, LEAVE BLANK

COLLECT REQUIRED DOCUMENTS

ORIGINALS:
• PASSPORT
• VISA
• I-20 OR DS-2019
• PIC LETTER
• JOB OFFER LETTER

COPIES:
• PASSPORT
• VISA
• I-20 OR DS-2019
• I-94 PRINTED FROM: I94.CBP.DHS.GOV/I94/

SUBMIT APPLICATION

TAKE COMPLETED APPLICATION AND DOCUMENTS LISTED IN STEP 2 TO THE SOCIAL SECURITY OFFICE IN-PERSON

SOCIAL SECURITY OFFICE:
3045 KNAPP ST NE
GRAND RAPIDS, MI, 49525
1-800-772-1213
616-363-4128

HOURS:
MO/TU/TH/FR: 9AM-4PM
WE: 9AM - 12PM
CLOSED SAT & SUN

YOU CAN EXPECT YOUR SSN CARD TO ARRIVE TO PIC WITHIN 2-3 WEEKS. WE WILL EMAIL YOU WHEN WE RECEIVE YOUR CARD.