U.S. Social Security Number (SSN) Information for J-1 Scholars

• Who can apply?
  o Anyone earning wages in the U.S. can apply and in fact must have an SSN for tax purposes. If you are not earning wages, you will not be able to apply.

• How to apply?
  o Complete form SS-5, available online or in any U.S. Social Security Administration (SSA) office.
  o Bring the following documents with you:
    □ Passport with J-1 visa stamp
    □ I-94 card
    □ DS-2019 form
    □ A copy of your job offer letter from your NYU Department

• When to apply?
  o Check-in with Scholar Services first and then wait at least 2 days after we validate your arrival in SEVIS
  o SSA offices are open Monday-Friday, 9 am-4 pm

• Where to apply?
  o If you live in Manhattan:
    ▪ The closest office to NYU is 123 Williams Street, 3rd floor (between Fulton and John Streets); take 2/3/4/5/A/C/R/Z trains to Fulton St
  o If you live in Brooklyn, Queens (or other NYC boroughs) or New Jersey:
    ▪ You must apply for an SSN where you live (not in Manhattan)

• Additional information:
  o When you go to apply, expect to wait at least 1 hour on line once inside the SSA office; You might want to arrive between 8-8:30 am to wait outside the building, to avoid longer waiting once inside
  o The Social Security card with your number on it will be processed in approximately 2 weeks and will be mailed to your residential or mailing address; Get a receipt to show your NYU dept. administrator for payroll purposes

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1 www.ssa.gov
2 Canadian Citizens or scholars who have changed into J-1 status in the U.S. will not have a J-1 visa stamp
3 Wherever you live, you can enter your zip code at www.ssa.gov (click on “Locate a Social Security Office”) to find the office closest to your residential address