EMPLOYMENT VERIFICATION LETTER Student’s Name: \_ (Family Name) (First) (Middle Initial) TO BE COMPLETED BY EMPLOYER OR HIRING DEPARTMENT: Employment Department\_ Clemson University \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Employment Position Title\_\_\_\_\_\_\_\_\_Start Date \_\_\_\_\_\_\_ Work hours per week Employment Job Nature (Ex. Research Assistant, Library Aid, Wait Staff, Cashier, Academic/Athletic Scholarships): Employer Address: Clemson University City \_\_\_\_\_\_\_\_\_\_\_\_\_State \_SC Zip 296 Employer Phone Number( 864 ) Employer Identification Number\_57-6000254\_\_\_\_\_\_ Name of Student’s Immediate Supervisor (Print)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Employer Name (Print)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Employer Title\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Employer Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date / / “My signature above certifies that the above named person is a J-1 visa student at Clemson University and that the student is performing work in accordance with the specifications (Employment Position, Employment Start Date, Employment Job Nature, etc.) listed above. I further certify that I am the employer or the authorized member of the department responsible for confirming the student’s employment current at Clemson University.” TO BE COMPLETED BY THE RO / ARO: “This is to certify that the above named person is a J-1 visa student at Clemson University and active in SEVIS. My signature below certifies that the student will be performing responsibilities directly related to the purpose of the student’s program. Name of RO/ ARO/ Designated School Official (Print) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature of RO/ ARO/ Designated School Official\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_