

Social Security Administration  
Providence, RI

re: Application for social security number

To Whom It May Concern:

This letter verifies that  
has been offered part time employment at the Rhode Island School of Design in  
Providence, Rhode Island as \_\_\_\_\_ in the RISD  
Department of \_\_\_\_\_

The student will be performing a variety of tasks including:

This student is expected to work approximately \_\_\_\_\_ hours per week and we anticipate a  
start date of \_\_\_\_\_

RISD EIN Number: 05-0258956

Supervisor Name:

Phone number:

Email:

Please contact me if you have any questions or need further information.

Sincerely yours,

Signature

Name

Title