



Dear Social Security Officer,

Janus International Hospitality Student Exchange is providing this letter in order to verify the status of this individual, a participant on our Work & Travel Program, administered under the guidelines of the U.S. Department of State's Exchange Visitor Program, P-4-10975. This program enables university students from different countries to gain a greater understanding and appreciation of the United States, through practical experience as both a traveler and an employee. Since the expense of this trip exceeds the resources of most participants, the U.S. Government allows them to obtain employment, not to exceed the four-month period listed on the DS-2019 form, in order to offset the costs.

This J-1 Work & Travel participant has been admitted under Section 101 (A) (15) (J) of the Immigration and Nationality Act and is eligible to work in the United States according to the terms of this program. The J-1 Visa status of this exchange visitor is evidenced by the DS-2019 form, which specifies JIHSE as the legal sponsor, as well as by the white I-94 form in the visitor's passport. These forms should serve as confirmation of the participant's eligibility for employment under the Immigration Reform and Control Act of 1986 (IRCA) and of their lawful admission into the United States.

To work in the U.S., this individual will need to apply for a Social Security Card. In order to do so, the JIHSE sponsored student will present the following documents:

- Valid passport, which shows age and confirms identity,
- Form I-94, Arrival-Departure Record, issued by INS, which confirms J-1 visa status,
- US State Department Form DS-2019, Certificate of Eligibility for Exchange Visitor Status. This form shows:
  - The Exchange Visitor's sponsoring organization,
  - A description of the exchange program in which he/she is participating,
  - The period during which the individual will be in the program,
  - Proof that the student is a Summer Work & Travel participant.

In addition to the items mentioned above, this letter also serves as our participant's sponsor letter, authorizing employment during the dates as stated on the DS-2019 form we have issued.

For reference, please refer to RM 00203 480, and section AM-98011 (Work & Travel Program) when issuing Social Security Numbers.

Should you have any questions about this procedure, please contact us at 1-866-249-3888.

Sincerely,

A handwritten signature in black ink, appearing to read "Sonny Taylor", written over a horizontal line.

Sonny Taylor  
Director of Operations  
Janus International Hospitality Student Exchange