

Social Security Application Information



**Center for
International
Education**

Before you go to the Social Security office:

- All new students need to complete Arrival check-in with CIE and enroll in at least 1 class in PAWS.
- Complete Social Security Letter Request in ISSS Connect portal.
- Have a valid mailing address in the US.
- Get your PantherCard and UPASS (Bus Pass).
- Complete and print SS-5.
- Print I-94.
- Make copies of the needed documents, including passport information page, visa, I-20, and Graduate Assistantship Contract (or Offer Letter).

Checklist of the documents needed:

- ✓ Original and one copy of your Passport ID page
- ✓ Original and one copy of your Visa
- ✓ Original and one copy of your I-20
- ✓ Original and one copy of your Graduate Assistantship Contract (or Offer Letter)
- ✓ Completed "SS-5" form
- ✓ Your I-94 form
- ✓ "Social Security Letter" signed and provided by CIE

SS-5 form:

- Download the form here: <https://www.ssa.gov/forms/ss-5.pdf>
- Read the instructions and fill out the form.
- Please note that your personal information should match what is shown on your passport.
- If you didn't have a Social Security Number before, leave Question 2 blank.
- The Social Security Office will mail your card to the address you listed under Question 16, so please make sure you have access to the mail at that address.

On the day when you go to the Social Security office:

- Bring all the required documents, including the original and copies, and PantherCard and UPASS.
- Bring some change/cash in case your UPASS is not activated yet.
- City bus 30 goes from the campus to downtown social security office.
- The Social Security Administration office is located at 310 W Wisconsin Avenue, Milwaukee.