
Social Security Information

The local Social Security Administration (SSA) Office is located at 1246 Yellowstone, Suite F, Pocatello. Their phone number is 208-637-2534. If you do not have transportation, you may take the city bus. Go to <http://www.pocatellotransit.com> to obtain transit times.

Please note that your social security application cannot be processed until you have done the following:

1. Been in the U.S. for at least 10 days.
2. Obtained an on-campus job AND HAVE BEGUN WORKING
3. Completed the Verification of On-Campus Employment Form. This form must be completed and signed by your employer and an IPO advisor. Signatures on this form are obtained through a DocuSign process. Details are found at <https://www.isu.edu/ipo/students/current/social-security/>.
4. Officially reported to ISU. Your SEVIS record has to have been officially registered. In order for this to happen, you must have checked in with the IPO office, registered for classes and paid your fees.
5. Updated your U.S. physical address. Go to <http://my.isu.edu/>, log in to your portal and change your "Resides At" address ****SEVIS Required****.

Once you have completed all of the above, you must visit the SSA Office in person to apply. Be sure to take with you all of the following:

- Valid passport
- I-94 card - this is the white card inside your passport
- I-20 or DS-2019
- Verification of On-Campus Employment Form signed by your employer and an IPO Advisor
- Receipt of payment to ISU for full-time registration
- Social Security Card Application - this can be downloaded at <http://www.ssa.gov/online/ss-5.pdf> or you can obtain one at the SSA Office.
 - For question #3 check "Legal Alien Allowed To Work"
 - For question #8 write "N/A" unless your mother has a US Social Security Card
 - For question #9 write "N/A" unless your father has a US Social Security Card
 - For question #17 check "SELF"

The SSA will verify your status using the SEVIS system. If you are not registered for classes and have not paid your fees in full, then your SEVIS record will not be registered and your Social Security application will be rejected.