



**Northeastern University**  
*International Student &  
Scholar Institute*

**B. CERTIFICATION BY:**

\_\_\_ DESIGNATED SCHOOL OFFICIAL (DSO)

\_\_\_ ALTERNATE/RESPONSIBLE OFFICER (A/RO)

To Whom It May Concern:

This is to certify that \_\_\_\_\_ is a \_\_\_F-1 or \_\_\_ J-1 student attending Northeastern University, Boston, Massachusetts. The student has received on campus employment or a graduate assistantship, as described in Section A of this form.

Designated School Official Signature:

\_\_\_\_\_  
Original signature (no stamps or facsimiles)

Designated School Official Name:

\_\_\_\_\_  
(type or print)

Telephone contact for DSO or A/RO: 617-373-2310

Date: \_\_\_\_\_

*International Student & Scholar Institute (ISSI)*  
405 Ell Hall, [www.issi.neu.edu](http://www.issi.neu.edu)  
617-373-2310 (phone), 617-373-8788 (fax)

**A. EVIDENCE OF ON-CAMPUS ENGAGEMENT/ EMPLOYMENT**

**To Whom It May Concern:**

This is evidence of on-campus employment/engagement at Northeastern University for

\_\_\_\_\_

Name of the department where student will be working:

\_\_\_\_\_

Nature of the student's activities (e.g. cashier, library aide, residence proctor, office assistant, computer center technician):

Nature of student's activities if receiving stipend or tuition/fees waiver: e.g. teaching assistant, research assistant or residence assistant:

Start date: \_\_\_\_\_ Number of hours per week: Not to exceed 20.

**Contact Information:**

Contact phone number: 617-373-\_\_\_\_\_

Signature of immediate supervisor: \_\_\_\_\_  
Original signature (no stamps or facsimiles)

Student's immediate supervisor: \_\_\_\_\_  
(type or print)

Employer Identification Number (EIN): 04 1679980