Who needs a social security number/card?

A social security number (SSN) is used by employers to report tax and social security withholdings. An SSN is not required for opening a bank account, registering for school, filing a U.S. tax form or applying for a Maryland driver’s license. If you do not work but you find yourself in a situation where you are told you must have an SSN, please consult with MICA’s International Affairs office.

The Social Security Administration office will give an SSN to F-1 students who have secured on-campus employment. After you are offered an on-campus job, obtain an F-1 Student Job Verification Form from MICA’s International Affairs office and have both your employer and the Director of International Affairs sign the form. You will need to take this completed form to the Social Security office when you apply for an SSN.

How to apply for a social security number:

1. Go in person to the nearest Social Security Administration office.
2. Bring to the Social Security office the following items:
   - Your passport
   - I-20
   - I-94
   - F-1 Student Job Verification Form authorized by your on-campus employer and International Affairs
   - MICA student ID card
3. You must take a number at the entrance of the Social Security office in order to be helped.
4. Complete an application form. (Find the form at http://www.ssa.gov/online/ss-5.pdf, or at the Social Security office.)
5. After you submit your materials at the Social Security office and are approved, you will receive your social security card in the mail. The process usually takes four to eight weeks. If you have questions, call the Social Security Administration at 1-800-772-1213.

The nearest Social Security office:

Suite 200  
1010 Park Ave.  
Baltimore, MD 21201  

Phone: 1-800-772-1213  
Hours: Monday to Friday, 9:00 a.m. to 4:00 p.m.

Directions:  
Walking from Mount Royal Avenue, turn onto Cathedral Street heading south. Turn right onto Park Avenue. The office complex is called Symphony Center and is directly behind the Meyerhoff Symphony Hall.

Other Social Security offices in Baltimore:

- Reisterstown Plaza, 6722 Reisterstown Rd., Baltimore, MD 21215
- Belair-Edison Crossing, 2401 Bel Air Rd. #106, Baltimore, MD 21213
- Suite C, 3431 Benson Ave., Baltimore, MD 21227