

THE SOCIAL SECURITY CARD

What is Social Security?

A Social Security Number (SSN) is required for everyone who works in the U.S., even non-immigrants. However, a Social Security Card is not a work permit. Applications to receive a SSN can only be made when physically present in the U.S. A SSN is issued once per lifetime. If you previously had a SSN, but do not have the card or do not remember the number, you can apply for a duplicate card if you meet the eligibility requirements.

When to apply for a Social Security Number

The Social Security Administration (SSA) is required to verify legal entry into the U.S. before issuing a SSN and registration for courses at CCA must also be verified. It takes at least two weeks after entry into the U.S. for the data to be available to the SSA. F-1 and J-1 students must be registered **full time** at CCA and wait **at least two weeks** after entry into the U.S.

Applications made too early may be rejected or delayed much longer than the usual process. When the SSN application is approved, you may be able to get your SSN right away. A SSN card will be mailed to you about two weeks after an approved application.

How to Apply for a Social Security Number

Visit a local Social Security office with the following documents:

- F-1 Students:
 - Passport
 - Visa & I-20
 - I-94
 - CCA ID Card
 - CCA Class Schedule
 - Proof of employment authorization from ISAP
- J-1 Students:
 - Passport
 - DS-2019
 - I-94
 - CCA ID Card
 - CCA Class Schedule
 - Proof of employment authorization from ISAP

Where to Apply

There are several Social Security offices in the SF Bay Area, and you may apply at any one of them. However, we recommend that all CCA students use one of these offices because they are most familiar with student and scholar applications.

Downtown Berkeley

Social Security Office: 1-800-772-1213 Hours: Monday-Friday 9-4
2045 Allston Way (at Shattuck St., near the downtown Berkeley BART station)

Downtown Oakland

Social Security Office: 1-800-325-0778 Hours: Monday-Friday 9-4
238 11th Street (at Jackson St., near the 12th street BART station)

Gail Williams Law Offices: (510) 763-4118 Hours: Monday-Thursday 9-5
653 11th Street, Oakland, CA 94607

San Francisco

Social Security Office: (415) 643-3998 Hours: Monday-Friday 9-4
1098 Valencia Street (at 22nd St., near the 24th and Mission BART station)

Social Security Office: (415) 705-1500 Hours: Monday-Friday 9-3:30
560 Kearny Street (between California St & Sacramento St)