

NBER
MEMORANDUM

To : Project Investigators

From : Mui Cheung, Payroll

Re : New Research Assistant

You have proposed to hire a foreign student as your Research Assistant. This memo is to remind you that students on F-1 Visas are only authorized by the INS to work 20 hours per week, on campus, while school is in session. The NBER work week is from Sunday to Saturday. Please help us comply with this regulation by limiting your Research Assistant's hours to 20 per week during the semester. Foreign students are authorized to work full-time during school breaks. If you have any questions please call me at (617)588-1412.

Thank you.

CERTIFICATION OF STUDENT STATUS
(To be completed for a student working on an F-1 visa)

This is to certify that _____, a citizen of _____
(Student's Name)

is a lawfully enrolled, full-time student at _____
(College or University)

I further certify that I am a full-time faculty member of the above named institution. I am engaged in a research project which takes place on campus as part of my regular academic research activity. I propose to hire the above named student to perform on-campus research assistance for my research project. This work is an integral part of his/her educational program and will not be detrimental to his/her course of study. Employment in this capacity will not exceed twenty hours per week while the school is in session, but may be full-time when the school is not in session. Although this research project is administered by the National Bureau of Economic Research, I have been informed that employment as stated above qualifies as "on-campus" employment and conforms with Immigration and Naturalization Service regulations regarding this subject.

Faculty Signature

Date

NBER Signature

Date