

Designated School Official

Pepperdine University  
Malibu, CA 90263-4246

Dear Designated School Official:

This is to certify that \_\_\_\_\_ has been offered a position at \_\_\_\_\_  
The following information is provided in compliance with the rules governing "optional practical training" for students in F-1 visa status.

Employer identification number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

**Address of the job site** \_\_\_\_\_

Job title \_\_\_\_\_

Employment \_\_\_\_\_  
Part time (at least 20 hours/week **required**)      Full time (more than 20 hours/week)

Supervisor's **first name** \_\_\_\_\_ **Last name** \_\_\_\_\_

Phone number \_\_\_\_\_ Email \_\_\_\_\_

Explanation of duties and how they are directly related to student's major at Pepperdine.

Any changes or updates to this information will be provided in writing.

Sincerely,