**IMPORTANT:  During the coronavirus emergency, the Social Security office have established the new rules for applications for SSN.** To process an application for a new Social Security Number (SSN), applicants are required to send in all original documents including your original passport via regular US mail (do not use Fedex, UPS, etc.)  If you have a job that begins within thirty days, you can apply now by following these procedures:

* <https://www.ssa.gov/ssnumber/> (three steps for mail-in application)
* <https://www.ssa.gov/ssnumber/ss5doc.htm> (documents required to apply)

Otherwise, you can try to make an appointment at the local SSA office. Appointments are scheduled based on staff availability. The local office information can be found at [https://secure.ssa.gov/ICON/main.jsp](https://gcc01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fsecure.ssa.gov%2FICON%2Fmain.jsp&data=02%7C01%7Cjeffriescd%40state.gov%7Cc960836ec6bb4114127908d8177e3b3c%7C66cf50745afe48d1a691a12b2121f44b%7C0%7C0%7C637285178213967480&sdata=tLB8M5fW9tsP4anXOY02wrs5kqz11eONAZ5h99fnie8%3D&reserved=0). Here is information for two offices that are closest to Mason:

### Social Security Office Information:

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| **Address 1:** | SUITE 105 11212 WAPLES MILL RD FAIRFAX, VA 22030  |
| **Office:** | 1-866-829-3158  |
| **TTY:** | 1-800-325-0778  |
| **Fax:** | 1-833-950-2605  |

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| **Address 2:** | PLAZA 500 STE 190 6295 EDSALL RD ALEXANDRIA, VA 22312  |
| **Office:** | 1-888-472-2402  |
| **TTY:** | 1-800-325-0778  |
| **Fax:** | 1-833-950-2294  |

**Please note the following requirements for appointments:**

* Offices will make appointments only for applicants filing for original Social Security Numbers (SSNs).  (Visitors previously issued an SSN can call to request a printout.) **Appointments are available only two weeks after visitors have entered the country**, and only if exchange visitors do not display symptoms of COVID-19.
* Local offices will determine the number and availability of appointments based on office size, availability of staff, and jurisdictionally specific guidelines. The local office has discretion to determine how many applicants it can establish appointments for at a time.
* In addition, it is not advised to directly contact offices outside of the visitor’s jurisdiction. However, if an office has no availability, it would be appropriate to ask for assistance in locating an office that does.
* SSA will take the applications at least 14 days (and preferably 30 days) prior to the expiration of documents (i.e., the end of the visitors’ program).
* Once visitors secure interview appointments, they must complete the paper Form SS-5 (<https://www.ssa.gov/forms/ss-5.pdf>) and bring it and the required original supporting documentations to the interview. SSA staff will conduct the mandatory face-to-face interview and make copies of the original documentation. The SSA office will process the documentation and mail a receipt to the applicant.  Within ten days, the SSN card should follow.
* The SSA confirmed that visitors who are awaiting appointments can submit to their employers a completed Form SS-5.  Exchange visitors should submit the receipt and their SSN as they become available.