

This form is not to be used for a student whose Student ID Number is the same as his/her Social Security Number. This form is not to be given to any individual other than the student and does not constitute a verification of enrollment.

Student ID Number Request

If you have forgotten your Student ID Number and require it (e.g. for Andrew password resets), **and your Student ID number is not your Social Security Number**, fill out this form and return it to the University Registrar's Office by mail or fax. We will return it to you by fax, so please be sure to use a secure fax number. Please allow up to 3 days for processing.

IMPORTANT: You can also retrieve your Student ID Number by showing proper identification at your academic department or The HUB. **If you have access to either of these locations, you should do so instead of using this form.**

STUDENT INFORMATION

Student Andrew ID: _____

Name: _____ Date of Birth: _____
Last/Family, First and/or Preferred, MI *mm/dd/yyyy*

Permanent Address: _____
Street Address, City, State, Zip, Country (if not US)

Phone #: _____ Fax #: _____
REQUIRED

Personal Email: _____

College: _____ Program: _____

Incoming Semester: _____

SIGNATURE

I authorize the University Registrar's Office to send this completed form to the fax number listed above.

Student Signature: _____ Date: _____

OFFICE USE ONLY

Student ID Number: _____ URO Staff Member (initial/date): _____