

This form will be used as an agreement between you and Carnegie Mellon. You will be notified via email once the change has been made. Please return this form to The HUB.

University Registrar's Office
Lower Level, Warner Hall
5000 Forbes Avenue
Pittsburgh, PA 15213-3890
Phone: 412-268-4227
Fax: 412-268-6651
uro-verifications@andrew.cmu.edu
www.cmu.edu/hub

Report/Change Social Security Number

Although students are not required to report their Social Security Number (SSN), federal regulations require Carnegie Mellon University to report the SSN for every student receiving federal financial aid. In addition, the SSN is required for payroll purposes and to report 1098-T tax documents. Therefore, this form is to report or correct your Social Security Number for our use in these limited instances.

Instructions:

Fill out this form in its entirety and return to The HUB (lower level of Warner Hall). Present this form and your government-issued Social Security Number card. The HUB staff will make a copy and return your card to you. For information regarding your right to privacy, visit www.cmu.edu/hub/ferpa.html.

STUDENT INFORMATION

Student Name: _____
Last/Family, First and/or Preferred, MI

Student Andrew ID: _____ Date of Birth (mm/dd/yyyy): _____

Please check one: Reporting SSN for internal use ONLY

Incorrect SSN number on record

SIGNATURE

Student Signature: _____ Date: _____
mm/dd/yyyy

OFFICE USE ONLY

Records: _____
Initials Date