

# Social Security Number Updates or Corrections

Please upload this form and supporting documents to our Secure Document Portal at:

<https://apps.tacoma.uw.edu/secure-document-upload-portal/application-core/protected/registrar-secure-document-portal.php>

To update or correct the Social Security Number (SSN) on your student record you must complete and **submit this form** along **with copies of two documents** that show your name and SSN (a legal document such as a marriage certificate, driver's license or passport, and a copy of your social security card, etc.) You may also use this form to correct your DOB, but you must provide two copies of ID with the correct information on at least one form of official identification.

STUDENT NUMBER		<input type="checkbox"/> CHANGE TO RECORDS <input type="checkbox"/> CORRECTION TO RECORDS	
LAST NAME (Please Print)		FIRST NAME	
		MI	
<b>ADMIT QTR/YR</b>	<b>STATUS</b>	ACADEMIC MAJOR	
<input type="checkbox"/> Autumn <input type="checkbox"/> Winter <input type="checkbox"/> Spring <input type="checkbox"/> Summer <b>YR</b> _____	<input type="checkbox"/> Undergrad. <input type="checkbox"/> Non-Matric <input type="checkbox"/> Post Bac. <input type="checkbox"/> Grad/Prof. <input type="checkbox"/> Grad Non-Matric	<input type="checkbox"/> PREMAJOR/UNDECLARED	
		PHONE NUMBER	UW EMAIL (PREFERRED)
		(      )	
		STUDENT'S SIGNATURE	DATE

**CORRECTION/CHANGE/ADD:** (ex. SSN or DOB etc.)

<b>FROM:</b>	<b>TO:</b>

**REASON FOR CHANGE**

OFFICE USE ONLY

PROCESSED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

Label made by: \_\_\_\_\_

DATE: \_\_\_\_\_