REQUEST FOR CHANGE OF SOCIAL SECURITY NUMBER
ON UNIVERSITY RECORDS

Please complete this form for an official Social Security # change on your academic records.

Fax the completed form and corresponding documentation to (831) 459-5051 or upload your completed form using Virtru, a safe and secure data encryption service supported by UC Santa Cruz.

- Current UCSC Student ID card or other form of picture ID.
- Social Security card or W2 with correct SSN#.

** If you are not a Santa Cruz resident, you may send a ‘Request for Change of Social Security Number on University Records’ form, with a copy of your official photo ID (US Passport or valid driver’s license) and a copy of official documentation showing the correct social security number (Social Security card or W2 with correct SSN#) to: UC Santa Cruz, Office of the Registrar, 1156 High Street, Santa Cruz, CA 95064. Please call (831) 459-4412 if you have any questions.

Correct Social Security #: ________ - _______ - __________

Incorrect Social Security #: ________ - _______ - __________
(as it currently appears on University records)

Student ID Number: W□□□□□□□□□ College: __________________________

Last First Middle

Local Telephone Number: __________________________ E-mail Address: __________________________

Reason for change? __________________________

SIGNATURE __________________________ DATE __________________________

OFFICE USE ONLY

DOCUMENTATION VERIFIED BY: __________ MAJOR: __________ COLLEGE: __________

NOTIFIED STUDENT VIA: □ E-mail □ Mail INITIALS: __________ DATE: __________

Revised: 04/23