

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 Virtu](#), 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: _____