

Request for Social Security Number

The Federal Privacy Act (5. U.S.C. 552a(e)(3)) provides that each agency that maintains a system of records shall inform each individual whom it asks to supply information on the form which it uses to collect the information or on a separate form that can be retained by the individual, (A) the authority granted by statute or by Executive Order which authorizes the solicitation of the information and whether disclosure of such information is mandatory or voluntary; (B) the principal purpose or purposes for which the information is intended to be used; (C) the routine uses which may be made of the information; and (D) the effects on him, if any, of not providing all or any part of the requested information.

Providing your Social Security Number (SSN) is voluntary. A decision not to provide a Social Security Number will not affect your admission to the College.

However, if you are applying for financial aid or you seek the benefits of a federal income tax deduction and/or credit related to your education expenses, you are required by the federal government (Internal Revenue Code and its implementing regulations) to provide your Social Security Number. In addition, some College services, such as use of the National Student Clearinghouse pertaining to transcript requests and other services, require the use of your Social Security Number.

Gateway Community College requests your Social Security Number in order to facilitate your application for financial aid, to establish your eligibility for federal income tax benefits related to education expenses, to provide some services, to enable the College to uniquely identify your records and to comply with federal law requiring the College to demonstrate that it has requested your Social Security Number for tax reporting purposes. The College is dedicated to ensuring the confidentiality of students' records and application materials.

(Note: International students, including Canadian citizens, should leave "Social Security Number" blank. A Student Identification Number for our Banner system will be assigned to you.)

I _____ [Printed Name of Student], have read and I understand the above and choose to decline to provide a Social Security Number.

Student's Signature: _____ Date: _____