

# SOCIAL SECURITY NUMBER CHANGE

- A copy of your social security card reflecting the correct number change is required.

**Print name as it is currently appears on your record:**

_____	_____	_____
Last	First	Middle
_____		
Maiden Name or Names		
_____		
Phone Number: _____		
_____	_____	_____
Home	Local	Cell
_____		
_____	_____	_____
WKU Email Address	WKU ID	Date of Birth

- .....
- **Change Social Security Number to:** \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

**Reason for Social Security Number Change:**

Acquired Social Security Number       Clerical Error       Other

\_\_\_\_\_

Student Signature      Date

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## Methods for submitting this form with a copy of your social security card:

- **MAIL:** Office of the Registrar, Western Kentucky University, 1906 College Heights Blvd #11017, Bowling Green, KY 42101-1017
- **FAX:** (270)745-4830 Attention: Laura Dilliha.
- **Do not send by email as it is not a secure site**

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### Office Use Only

Change Needed in:

\_\_\_\_\_ Student ID      \_\_\_\_\_ Delete this record (appropriate data has been moved to other record)

Checklist:

\_\_\_\_\_ Human Resources      \_\_\_\_\_ Social Security Card      \_\_\_\_\_ Currently Enrolled  
\_\_\_\_\_ Hard Copy      \_\_\_\_\_ Banner      \_\_\_\_\_ Permanent File

\_\_\_\_\_

Employee Initials/Date