Enrollment Services
Admissions, Registration and Records
Campus Box 201
P.O. Box 173363
Denver, CO 80217-3363
Tel 303.556.2420
Fax 303.556.2431
www.ccd.edu
South Classroom 133

COMMUNITY COLLEGE OF DENVER

SOCIAL SECURITY NUMBER OR INDIVIDUAL TAXPAYER IDENTIFICATION NUMBER REQUEST

Name _____ | | | | – | | | – | | | | | Social Security or Student ID Number

Address _____
Street Apt. #

_____
City State Zip

Phone ( ) _____ – _____ E-mail _____

Your social security number is confidential and protected by both federal and state laws. The college will protect this number from unauthorized disclosure and/or use. In compliance with state and federal regulations/laws, disclosure may be authorized for the purposes of state and federal reporting. Refusal to provide your social security number may result in one or more of the following repercussions:

1. Student will not receive a 1098T for Hope Scholarship and Lifetime federal tax credit because the federal government requires a social security number or tax identification number.
2. Student will not be awarded any federal financial aid, which includes loans and grants because providing a social security number is required by the federal government to determine eligibility.
3. Student may not be included in various college, state, federal reports, and other statistical information that affect funding and graduation rates.
4. Student may not be identifiable on National Student Clearinghouse enrollment and degree verification information. Likewise, employers may not be able to verify that a degree or certificate was awarded.
5. Student may not be identifiable to other colleges or universities because a social security number will not be on the academic transcript.
6. Student must memorize and maintain the assigned student identification number because there will be no other method to locate records.
7. Student will not be eligible to receive the College Opportunity Fund stipend.

GENERAL INFORMATION & PENALTIES

"Section 6109 of the Internal Revenue Code requires you to give your correct SSN or ITIN to persons who must file information returns with the IRS to report certain information. The IRS uses the numbers for identification purposes and to help verify the accuracy of your tax return. The IRS may also provide this information to the Department of Justice for civil and criminal litigation and to cities, states, and the District of Columbia to carry out their tax laws. We (The IRS) may also disclose this information to Federal and state agencies to enforce Federal nontax criminal laws and to combat terrorism."

Community College of Denver is required by federal law/regulations to collect your correct social security number (SSN) or correct individual taxpayer identification number (ITIN) to file certain information returns with the IRS and to furnish a statement to you. **PENALTY:** If you fail to furnish your correct SSN or ITIN to the college, you are subject to a penalty of $50 unless your failure is due to reasonable cause and not to willful neglect. The penalty is levied by the I.R.S. The determinations of "reasonable cause" and "willful neglect" have not been provided to the college.

- ❑ By checking this box, I indicate that I have read the above information and decline to provide my Social Security Number/ITIN as requested.
- ❑ By checking this box, I indicate that I have read the above information and I do not have a Social Security Number/ITIN.

Signature_____ Date _____

Office Use Only

Received by _____ date_____
Processed by _____ date_____

revised: 11/07
expires: 11/08