

REQUEST FOR STUDENT'S SOCIAL SECURITY NUMBER



Submit this Form to Horry-Georgetown Technical College. Do not send to the IRS. Read, complete, sign, and submit this form by email, in person, or mail to:

Office of Admissions
Horry-Georgetown Technical College
PO Box 261966
Conway, SC 29528-6066

admissions@hgtc.edu
Phone 843-349-5277
Fax 843-349-7501

PURPOSE: Pursuant to the Internal Revenue Service (IRS) Internal Revenue Code (IRC) 6050S and 6051 the College is required to solicit and students are required to provide Social Security Numbers. Failure to comply with this requirement may result in civil penalties, assessed by the IRS. The purpose of providing Social Security Numbers is for the issuance of Form 1098-T, Tuition Payments Statement. The College reports the amount you paid for qualifying tuition and fees to both you and the IRS on Form 1098-T. The 1098-T contains information related to claiming tuition and fee deduction, the Hope Scholarship credit and/or the Lifetime Learning Credit on your taxes. The College also uses Social Security Numbers to verify enrollment, degree(s) and transcripts, administer financial aid, collect student debt, and conduct research. The College will only utilize your Social Security Number in a manner that does not permit personal identification of you. The Social Security Number is confidential and, pursuant to state law (RCW 28B.10.042) and the Federal Family Educational Rights and Privacy Act (FERPA), will not be released and only used as stated above.

SECTION I – STUDENT MUST COMPLETE THIS SECTION IN FULL

Student H Number: _____

Name: Last _____ First _____ M.I. _____

Address: Street _____ City _____ State _____ Zip _____

SECTION II – Please read, sign, and date this section if you are not willing to provide your Social Security Number.

I do not wish to provide my Social Security Number at this time. I have read this document and am aware of the following: Pursuant to the Internal Revenue Service (IRS) Internal Revenue Code (IRC) 6050S and 6051 the College is required to solicit from students. The IRS can levy penalties on the student for refusing to provide his/her SSN and subsequently claiming qualifying expenditures for the Hope Scholarship Tax Credit and/or the Lifetime Learning Tax Credit.

Student Signature: _____ Date: _____

PRIVACY ACT NOTICE

Section 6109 of the Internal Revenue Code requires you to provide 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. The IRS may also disclose this information to Federal and state agencies to enforce Federal nontax criminal laws and to combat terrorism.

Horry-Georgetown Technical College is an equal opportunity educator and employer. Learn more at www.hgtc.edu/policies.