



# MADISON COLLEGE

## Social Security Number Update

**INSTRUCTIONS** - This form is to be submitted by the student to enter or update a social security number for academic record purposes. Social security number updates require submission of a social security card and a valid government issued photo ID.

### Student Information:

Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

Phone Number: \_\_\_\_\_  Update phone number

### Updated Social Security Number:

Correct Social Security Number: \_\_\_\_\_

Please check if you are making this change for Financial Aid purposes.

By signing, I certify that this declaration is made for purposes of updating my academic record at Madison College.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Submission Instructions:

Please sign and submit your completed form in **one** of the following ways: This form is not accepted by fax.

**In-person (preferred):** Enrollment Services- Truax Campus, Rm. A1000 or any regional or metro campus

**Email:** Send to [enrollmentservices@madisoncollege.edu](mailto:enrollmentservices@madisoncollege.edu). Allowed **ONLY** when using your Madison College email address.

Please allow 5 business days to process a social security number update.

Questions? For assistance with this form, call Enrollment Services at (608) 246-6210 or visit in-person.