**TAX IDENTIFICATION NUMBER (TIN)**

**What is a TIN?**
A tax identification number also known as a social security number.

**What if I don’t provide a TIN?**
The Internal Revenue Service requires this information as we are obligated under federal law to issue a Form 1098-T to you annually in which we report the amount of tuition and fees charged to you during the tax year. 1098-T forms will be generated and submitted to the IRS only for students that have a TIN.

**What is the deadline to provide my TIN?**
In order to ensure proper reporting of this tax information, please provide verification of your Social Security Number by December 17, 2021.

**Who do I provide my TIN to?**
You can verify your SSN by providing a copy of your Social Security Card and photo ID to the Registrar's Office by faxing a copy of your Social Security card and photo id to (915)747-8764. On that fax, please note your student ID number along with your full name.

If you have questions or need assistance, please call the Registrar's Office at (915)747-5834.