



## Advisory to Prospective Students Regarding Your SSN

As part of the Harvard application process, we request that you provide your Social Security number (SSN). We do this since this information is needed to identify individuals and to correlate with information provided as part of the financial aid process. We also need this information in order to comply with federal reporting requirements.

## FAQ for Students Regarding Your SSN

Q. What does Harvard use my SSN for?

A. Your SSN is required for a limited set of clearly-defined functions. We need your SSN as part of the admissions process since the SSN is needed to compile financial award letters that are part of the admissions response for accepted students.

In addition, Student Financial Services requires it in order to assign your Harvard ID number and the University requires it for federal reporting purposes. We must report federal tax and to the National Student Clearinghouse. University Health Services requires it for insurance purposes.

Q. How is my SSN protected?

A. Harvard has strict rules about protecting high risk information such as SSN and Massachusetts has strict laws about protecting personal information as well. See <http://hwpi.harvard.edu/it-security-new/book/information-security-policy>.

Q. Who is allowed to see records with my SSN?

A. Only the limited number of people who specifically need SSNs to perform their business function may access them. All Harvard employees are bound by law and Harvard's policies to protect high risk confidential information.

Q. How can I find out more information about Harvard's responsibilities and protection for my personal information?

A. You may request a consultation with a security officer by contacting [ithelp@harvard.edu](mailto:ithelp@harvard.edu).