

# Request for Student's Taxpayer Identification Number and Certification

Give form to the  
requester. Do not  
send to the IRS.

## Part I Student Identification

Name of Student

Student Number or NetID

Address (number, street, and apt. or suite no.)

City, state, and ZIP code

Requester's name and address

Case Western Reserve University  
University Registrar's Office  
10900 Euclid Avenue, Yost Hall 135  
Cleveland, OH 44106

Enter your Social Security Number or Taxpayer Identification Number in the appropriate box.

Social Security Number

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-or-

Taxpayer Identification Number

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## Part II Taxpayer Identification Number Certification

I certify that the number shown on this form is my correct social security or taxpayer identification number.

Sign  
Here

Signature ▶

Date ▶

## Part III Submission

Print and sign, then mail, fax or deliver this form to the  
Office of the University Registrar.

**Fax to: (216) 368-8711**

**-or-**

**Mail to : Office of the University Registrar  
Yost Hall Room 135  
10900 Euclid Avenue  
Cleveland, OH 44106-7042**

### Penalties

**Failure to furnish correct SSN or ITIN.** If you fail to furnish your correct SSN or ITIN to the requester, you are subject to a penalty of \$50 unless your failure is due to reasonable cause and not to willful neglect.

**Misuse of SSN or ITIN.** If the requester discloses or uses your SSN or ITIN in violation of federal law, the requester may be subject to civil and criminal penalties.

### Privacy Act Notice

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, the District of Columbia, and U.S. possessions to carry out their tax laws. We may also disclose this information to other countries under a tax treaty, or to federal and state agencies to enforce federal nontax criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism.