

Privacy Policy

Notification of Social Security Number Collection and Usage

In compliance with FL Statute 119.071(5), this document serves to notify you of the purpose for the collection and usage of your Social Security Number (SSN).

TECO collects and uses your SSN only for the following purposes in performance of our institutional duties and responsibilities. To protect your identity, TECO will secure your SSN from unauthorized access, strictly prohibits the release of your SSN to unauthorized parties contrary to state and federal law, and assigns you a unique student/employee identification number. This unique ID number is used for all associated educational purposes at TECO.

[Table of Statutory and Regulatory Authority](#)

STUDENTS

Admissions

Federal legislation relating to the Hope Tax Credit requires that all postsecondary institutions report student SSN's to the Internal Revenue Service (IRS). This IRS requirement makes it necessary for TECO to collect the SSN of every student. A student may refuse to disclose his or her SSN to the College for this purpose, but the IRS is then authorized to fine the student in the amount of \$50.00.

In addition to the federal reporting requirements, the public school system in Florida uses SSN's as a student identifier (section 1008.386, F.S.). In a seamless K-20 system, it is beneficial for postsecondary institutions to have access to the same information for purposes of tracking and assisting students in the smooth transition from one education level to the next.

Financial Aid

A student's SSN is required for the following financial aid purposes:

The United States Department of Education's (USDOE) Free Application for Federal Student Aid (FAFSA) requires all applicants to report their SSN to be used for all federal financial aid programs as a student identifier for processing and reporting. In addition to its use by USDOE as a student identifier, the SSN is required in order for the Department of Homeland Security to investigate citizenship status, for the Federal Work Study Program, and is required on all loan applications for use by the lender/servicer/guarantor.

TECO collects a student's SSN on certain institutional scholarship applications for student files and federal and state audit/reporting purposes.

If you are a recipient of a State of Florida grant or scholarship such as the Florida Student Assistance Grant, Florida Work Experience or Bright Futures the State of Florida Department of Education will require the use of the SSN on their grant/scholarship disbursement website and for reporting purposes.

Appendix 1
**State and Federal Statutes and Regulations
That Mandate or Authorize the Use of Social Security Numbers**

Purpose	Required Use of SSN's	Notice Requirements	Statute	Mandatory
STUDENTS				
Student Financial Aid	<p>Requires institution to verify student's SSN, collection of information, including parents of dependents seeking aid. Requires student to submit SSN to obtain grant, loan or work assistance.</p> <p>Requires institutions to verify SSN in national database and reporting.</p> <p>Required to complete FAFSA.</p> <p>Required for Bright Futures and other scholarships for eligibility purposes.</p>	Notice through FAFSA and applications	<p>20 USC 1078; 20 USC sections 1090, 1091, 1092.</p> <p>Section 483 of the Higher Education Act of 1965 (collection of SSNs of students and parents)</p> <p>34 CFR 668.16, (administrative use)</p> <p>34 CFR 668.33 (verify residency)</p> <p>34 CFR 668.36, (verify with FAFSA)</p>	Yes, to be eligible for assistance.
Student Admissions / Application	Requires SSNs for tracking students and authorizes collection under IRS Code	Application statement / notice	<p>1008.386 , F.S. (College may not require SSN as a condition of admission or graduation)</p> <p>SBE Rule 6A-1.0955(3)(e) (authorizes college to maintain information including SSN on adult students)</p> <p>IRC Section 25A (Hope/Lifetime learning credit tax reporting)</p>	<p>Student may refuse, but may be subject to \$50 penalty under IRC Sect.25A. (Hope / Lifetime Learning tax credit)</p> <p>Pursuant to 1008.386 F.S. College may not require SSN as a condition of admission or of graduation</p>

			119.071(5)(a), FS. Collection and disclosure	
Student Income Taxes	Issuance of Forms 1098T (tuition payments report) and 1098 E (loan interest)	N/A	26 USC 3402, 6051 26 CFR 1.6050	SSN or TIN required for filing
Hope / Lifetime Tax Credit	Reporting of SSNs to IRS	N/A	Federal Register, June 16, 2000 IRC Sect. 25A	Student may refuse, but subject to fine.
College Reach-Out program (CROP) Agency for Workforce Programs Federal Work Study	Administrative use and state (FDOE) or federal reporting (DOE); SSNs may also be used for verifying eligibility for programs and establishing residency requirements.	N/A	119.071(5)(a), FS. FWS 34CFR 668.36	Yes, eligibility and administrative use