

**The University of North Carolina at Charlotte**  
**Request by Human Resources for Social Security Number**  
**Statement of Purpose**

As required by State law, The University of North Carolina at Charlotte hereby provides you with notice of the purposes for which the University requires access to your Social Security number:

- **New Employee Administration:** Uses include the establishment of your employment, including appropriate employment authorization, identification, review of background as noticed and consented to by employee candidate, and accurate income reporting and withholding obligations as required by Federal and State laws.
- **Benefits Administration:** Uses include the enrollment in any available benefit plans including retirement, health insurance, and NC Flex. Please note that it may also be necessary to provide additional Social Security numbers for dependent coverage in the aforementioned plans.
- **Worker's Compensation Administration:** The State Industrial Commission requires the use of Social Security numbers to receive, process, and manage workers' compensation or any related insurance claims.
- **To otherwise conduct University business with regards to the employment of persons in compliance with Federal and State laws.**

Social Security numbers will not be released to the general public and the use of Social Security numbers is managed in accordance with the North Carolina Identity Theft Protection Act of 2005 (Senate Bill 1048).