



Social Security Number & Card Quick Guide

A how-to guide for obtaining a
Social Security number and card

Congratulations on beginning your re-entry journey! One of the first steps in the re-entry process, and a step that is often required to cash checks, open a bank account, find housing, and gain employment, is to obtain some basic forms of identification, including a Social Security card.

This document provides important information you can use to request an original Social Security number or obtain a replacement Social Security card.



What is a Social Security number and card?

A unique nine-digit number issued to U.S. citizens and permanent/temporary residents. It's required to obtain:

- ▶ State ID
- ▶ Driver's license
- ▶ Passport
- ▶ Military ID
- ▶ Bank account
- ▶ Housing
- ▶ Employment
- ▶ Government benefits



Where and how do I get one?

Requesting a Social Security number



Social Security Administration
Online and in person

See the flowchart on the next page for details on how to get your Social Security number and card

Requesting a replacement Social Security card



Social Security Administration
Online or in person



What will I need?

Information *(all of these)*

- ▶ Name to be shown on card
- ▶ Birth name
- ▶ Other names (if applicable)
- ▶ Social Security number (if previously assigned)
- ▶ Place of birth
- ▶ Birth date
- ▶ Citizenship
- ▶ Ethnicity/race
- ▶ Mother's name at birth
- ▶ Father's name at birth
- ▶ Name on most recent Social Security card
- ▶ Different date of birth (if applicable)
- ▶ Today's date
- ▶ Phone
- ▶ Mailing address

Proof of Identity

- ▶ Original card = two documents from each category
- ▶ Replacement card = one document from each category
- ▶ Only original documents or certified copies will be accepted (no photocopies or notarized copies)
- ▶ All documents must be current and not expired

Evidence of Immigration Status

- ▶ Current unexpired document issued by the Department of Homeland Security showing your immigration status, such as Form I-551, I-94, or I-766
- ▶ International students or exchange visitors may need to provide additional documents, such as Form I-20, DS-2019, or a letter authorizing employment from your school and employer (F-1) or sponsor (J-1)

Evidence of Identity

- ▶ U.S. driver's license
- ▶ U.S. state-issued non-driver identity card
- ▶ Jail ID or Prison ID
- ▶ Employee identity card
- ▶ Health Insurance/Medicaid/Medicare card
- ▶ Other Federal/State/Local Government ID
- ▶ U.S. Passport
- ▶ U.S. military identity card
- ▶ Certified copy of medical records
- ▶ University/College/School ID

Evidence of US Citizenship

- ▶ U.S. birth certificate
- ▶ U.S. passport
- ▶ Consular Report of Birth
- ▶ Certificate of Citizenship
- ▶ Certificate of Naturalization

Evidence of Age

- ▶ U.S. birth certificate
- ▶ U.S. hospital record of your birth (created at time of birth)
- ▶ Religious record established before age five showing your age or date of birth
- ▶ U.S. passport
- ▶ Final adoption decree (must show birth information from original birth certificate)



What else do I need to know?

What will it cost? There are no fees for obtaining an original Social Security number or a replacement card.

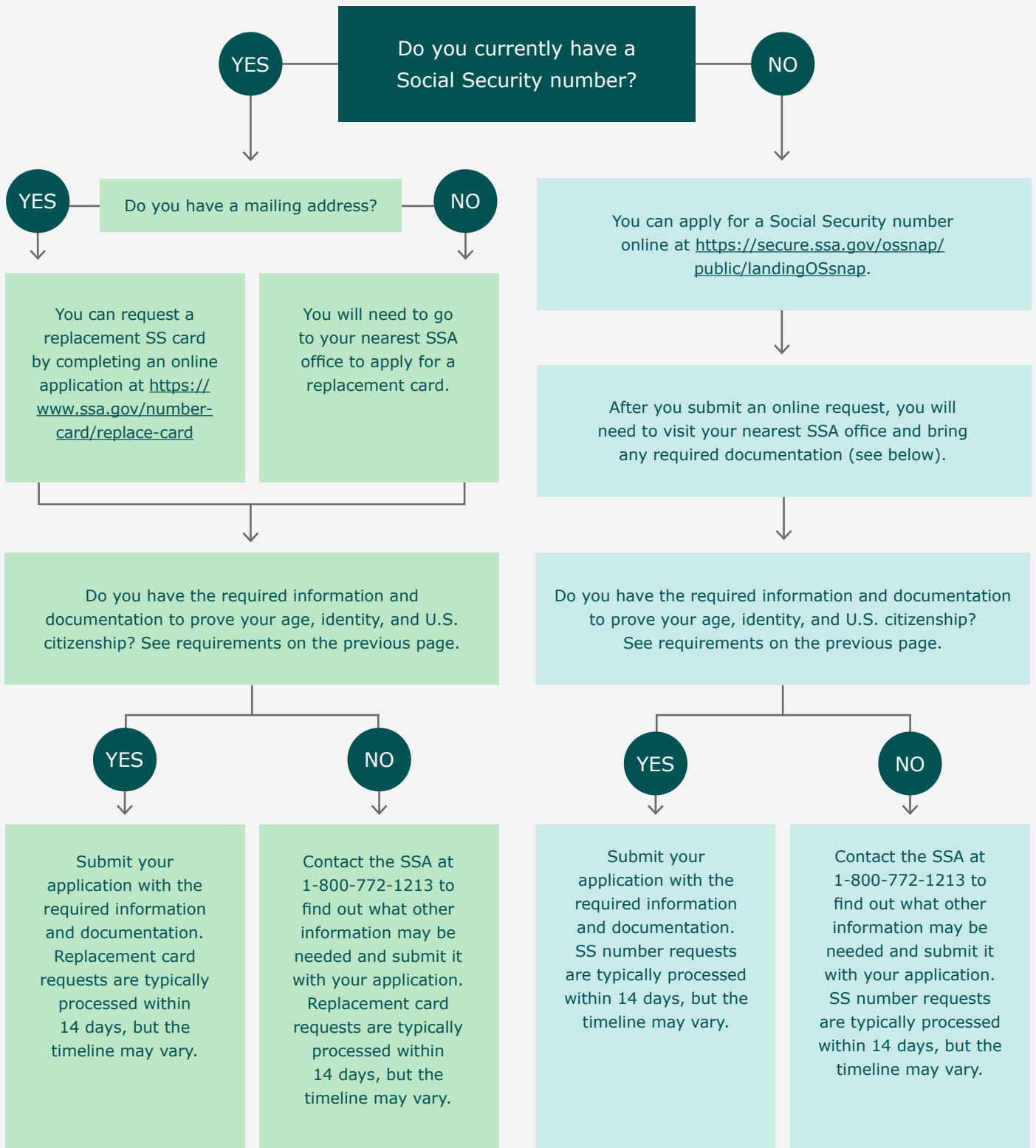
How long will it take? Social Security number or replacement card requests are typically processed within 14 business days.

Can I laminate my card? No. Do not laminate your Social Security card. It will be considered invalid if you do so.

How many cards can I get? No more than three replacement cards in a year or ten per lifetime.

Flowchart Summary

Follow the steps below to get your Social Security number or replacement card. If you need additional help, please contact one of the organizations on the back page of this document.





**COORDINATED
RE-ENTRY INITIATIVE**

Unite and move forward.

Where can I get help?



Nebraska Vital Records

<https://nevitalrecords-dhhs.ne.gov>
402-471-2871



Metropolitan Community College
**180 RE-ENTRY
ASSISTANCE PROGRAM**

180 RAP

<https://www.mccneb.edu/reentry>
531-622-7368



RISE

<https://www.seeurise.org>
402-999-8063



See the Re-Entry Identification Guidebook for more information and resources.