

Notification of Social Security Number Collection and Use

In compliance with Florida Statute 119.071(5), Columbia County School District issues this notification regarding the purpose of the collection and use of your Social Security Number.

The Columbia County School District recognizes that an individual's social security number is a unique form of identification that can be utilized to obtain sensitive information regarding that particular individual. However, as required by Florida Statute 1008.386, the District must request that each student enrolled in the district provide his or her social security number and must use the Social Security Number in the management information system.

The Board further recognizes that under certain circumstances, both as an employer and an education institution, the collection of social security numbers is necessary to be able to properly perform its duties and functions and to ensure that such duties and functions are performed accurately and efficiently. Due to the sensitive nature of an individual's social security number, the Board will secure Social Security Numbers from unauthorized access and will never release them to unauthorized parties. Each student and employee will be issued a unique identification number for reporting purposes unless otherwise prescribed by law.

The Columbia County School District collects your social security number only for the following purposes:

- Identification and verification;
- Benefit processing;
- Data collection, reconciliation, and tracking;
- Tax reporting;
- Criminal background checks;
- Billing and payments;
- Payroll administration;
- Garnishments;
- State and federal education and employment reporting;
- Financial aid programs;
- Vendor applications;
- Independent contractors; and
- Employment and volunteer applications

All Social Security Numbers are protected by federal regulation and are never released to unauthorized parties.