

UIN Request Form

Privacy Notice: State law requires that you be informed that you are entitled to: (1) request to be informed about the information collected about yourself on this form (with a few exceptions as provided by law); (2) receive and review that information; and (3) have the information corrected at no charge. To request this information, contact payroll@tamug.edu for College Station, or for Galveston inquiries, contact payroll@tamug.edu. To speak to someone in person, please call one of the phone numbers referenced below.

INSTRUCTIONS The identification requirement to receive a Universal Identification Number (UIN) includes such documents as a valid drivers license, social security card, passport or other government identification. Please enter your name below **exactly as it appears on the Social Security Card**. Please attach a copy of the Social Security Card and your Driver's License or other Government Identification Document.

Last Name		First Name		Middle Name	
Other Names Used					
Birth Date (Month/Day/Year)			Phone Number		
Social Security Number (Unless Foreign National)					
Temporary I.D. Number (Foreign Nationals Only)					
Country of Nationality (If Foreign National)					
Employing Department			Employee's ADLOC Number		

Person Requesting UIN

Print Name

Signature

Date

TAMU—SUBMIT TO:

Payroll Services
General Services Complex, Suite 1201
MS 1261
payroll@tamug.edu
Fax (979) 845-4134

TAMUG —SUBMIT TO:

Payroll Services
Sea Aggie Center, Bldg 3026
Suite 800, Room 807
payroll@tamug.edu
Fax (409) 740-4573

NEED HELP?

College Station--payroll@tamug.edu
Team PhD – 845-2782 or 845-2787
Team CEO – 862-2898 or 845-2760
Team PALS – 845-2797 or 845-4737
Galveston - payroll@tamug.edu
Galveston Payroll – (409) 740-4837