Truncating Student Social Security Numbers on Official Transcripts
June 21, 2018

Data Issue Topic: Truncating student social security numbers (SSN’s) on official transcripts
Submitted by Amanda Steele-Middleton, Registrar, Wright State University.

Background: Historically, Wright State University has displayed a student’s full social security number on his or her academic transcript. This has not been a best practice in many years because it is a door to identity theft. The American Association of Collegiate Registrars and Admissions Officers (AACRAO) recommends that the SSN be removed or masked on the transcript. The challenge, as you can expect, is that it can sometimes be difficult to identify the correct student without some unique identifier.

The Registrar consulted with the offices of Admissions, Bursar, and Financial Aid as well as CaTs, the CIO, Enrollment Management Division, Institutional Research & Analytics, the Provost, Raider Connect, and Student Success for their input. These units agree with the proposal to mask the SSN to the last 4 digits.

Approval: The Data Governance Committee approved this change at its June 21, 2018 for implementation.

Craig Wooley, Chair
Data Governance Committee