

**SENSITIVE - NOT TO BE SHARED WITH PUBLIC**

Outline

Actions ▾

**Effective Dates:** 01/17/2024 - Present ([View History](#))

## **RM 10211.505 Undocumented Alien Requests Replacement SSN Card**

When an undocumented alien requests a replacement SSN card, follow these procedures. These procedures also apply to individuals who received an SSN based on previous valid alien status that has expired, or when the documents are lost.

### **A. No replacement card for an undocumented alien**

**Do not issue a replacement SSN card to an undocumented alien.** For information on requests for a replacement SSN card obtained for a non-work purpose, see [RM 10211.605](#).

### **B. Numident update only**

Follow this procedure if you determine that the applicant for a replacement SSN card is undocumented and submits:

- acceptable evidence for a name change per [RM 10212.010](#); or
- evidence to change identifying data on the Numident per [RM 10212.200](#).

STEP	ACTION
1	Does applicant know their SSN? <ul style="list-style-type: none"><li>• If <b>yes</b>, go to Step 3.</li></ul>

STEP	ACTION
	<ul style="list-style-type: none"><li>• If <b>no</b>, go to Step 2.</li></ul>
(b) (7)(E)	
3	<p>(b) (7)(E)</p> <ul style="list-style-type: none"><li>• [REDACTED]</li><li>• [REDACTED]</li></ul> <p>[REDACTED] </p> <p>Use SSNAP to complete an application to update the number holder's name and identifying data on the NUMIDENT record to show the undocumented alien's status.</p> <p><b>Number Holder Information screen :</b></p> <ul style="list-style-type: none"><li>• Field: "Has the numberholder ever filed for or received a Social Security Number?" Select "Yes" and enter the SSN.</li><li>• Field: Citizenship Select "Other."</li></ul> <p><b>Additional Info screen:</b></p> <p>Field: "Suppress card issuance?" Select "Yes."</p> <p><b>Proof of Legal Alien Status screen :</b></p> <p>Field: Non-Work Reason Select "Update only, no card."</p>

## Section History

▼ Prior Versions of Section



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