

## I received my PIN in the mail, but it does not work!

This is caused when the computer systems at Highline College do not have your Social Security Number (SSN) or your Tax Identification Number (TIN) on record. When you begin your **employment** at Highline College, it is required that you provide this information. However, you can be an enrolled student and not provide this information, but the IRS may charge fines.

On a computer, visit [registration.highline.edu](http://registration.highline.edu) and select the **Student Records** option. Within the Student Records site, scroll down for the following options:

Select this option to provide your Social Security Number (SSN) or your Tax Identification Number (TIN).

You can also update other information on your student record.

### Identifying Information

- Social Security Number (SSN) or Tax Identification Number (TIN)
- Name / Name Change
- Date of Birth
- Look-up your SID (Student ID)

Please read the information carefully, and click the green button to continue:

UPDATE MY SSN OR TIN >

“My Tax Info” screen will ask you to enter the username and password you created when you registered as a student, the same ones you use on Canvas and your student email.

### Login Required

Please enter your myHighline credentials.

**Username:**

  

**Password:**

  

[Login](#)

### Take your time to read the information provided.

When ready, enter your SSN or TIN carefully, as an incorrect entry is difficult to correct and requires the State of Washington to render assistance. You may be required to present your original documents along with a photo ID.

### Verification

By clicking the confirm button below you verify that:

1. You are who you claim to be
2. You know you have an incorrect SSN/TIN on file
3. That the SSN/TIN you are providing is correct

[Cancel](#)   [Confirm](#)