

Social Security

POMS Recent Change

Effective Dates: 8/17/2021 - Present

Identification Number: RM 10205 TN 57
Intended Audience: See Transmittal Sheet
Originating Office: ORDP OISP
Title: Social Security Number (SSN) Applications
Type: POMS Transmittals
Program: All Programs
Link To Reference:

PROGRAM OPERATIONS MANUAL SYSTEM

Part RM – Records Maintenance

Chapter 102 – The Social Security Number, Policy and General Procedures

Subchapter 05 – Social Security Number (SSN) Applications

Transmittal No. 57, 08/17/2021

Audience

PSC: CA, CS, ICDS, IES, ISRA, RECONR, SCPS, TSA, TST;

OCO-OEIO: ANC, CAQCR, CR, CTE, FCR, RECONR;

OCO-ODO: CR, CST, CTE, CTE TE;

MAMPSC: CA, CR, DMS, IES11, ISRA, OAS, RECON;

FO/TSC: CS, CS TII, CS TXVI, CSR, CTE, DRT, DT, FR, OA, OS, RR, TA, TSC-CSR;

Originating Component

OISP

Effective Date

Upon Receipt

Background

We are expanding the EBE program to include people who are applying for lawful permanent

resident (LPR) status. While the process will be virtually identical to the current EBE process for those granted work authorization, the U.S. Citizenship and Immigration Services application forms, conferred status, and resulting documents are distinct for this process.

We have made the following changes to RM 10205.005 to reflect the expansion of EBE to LPRs.

Summary of Changes

RM 10205.005 Where to File an Application for a Social Security Card

Summary of Changes

Subsection A - Changed "VARO" in Manilla to FBU in Manilla

Subsection B – We made minor editorial changes.

Subsection C – We made minor editorial changes.

Subsection D – We modified the first paragraph to include those applying for LPR in addition to those applying for work authorization. We clarified that DHS sends us the information once they have approved the application [for immigration status]. We added a note to highlight that the Form Code Label (FMC) B will appear on the NUMIDENT when an SSN is assigned or a replacement card is processed through EBE, and to indicate that no microfilm or electronic SS-5 exists when a record is created and fully processed through EBE.

Subsection E – We changed the language from the singular to the plural.

RM 10205.005 Where to File an Application for a Social Security Card

Applications for Social Security Number (SSN) cards are filed through the following:

A. SSA Field Office, Social Security Card Center, FBU In Manila, Or A Foreign Service Post (FSP)

An application for an SSN card is made by submitting a completed paper Form SS-5, or by

completing an in-office interview, which results in a systems-generated summary (the Social Security Number Application Process(SSNAP) printout for the applicant to review. All information is collected electronically and the paper Form SS-5 and SSNAP printout are destroyed, unless the applicant asks to keep the SSNAP printout. See RM 10205.175

B. Hospital For Enumeration At Birth (EAB)

An application for an original SSN card may be completed through EAB. SSA offers the EAB program through State Vital Statistics Offices. This program assigns SSNs to newborns as part of the hospital birth registration process.

When the hospital representative asks for information to complete the birth certificate, he or she also asks the parents if they would like the State's vital statistics office to forward information to SSA to assign an SSN. If the parent agrees, the hospital representative checks a block on the form indicating that the parent wants an SSN assigned to his or her child.

The hospital forwards this information to the State's vital statistics office along with birth certificate information.

The State vital statistics office then provides SSA with an electronic record used to assign an SSN and issue a card. The parent's signature on the birth registration form and the check in the block indicating the parent wants an SSN for the child constitute a valid application for an SSN.

NOTE: No microfilm SS-5 or electronic application exists when a record is created through EAB. "Form Code (FMC): 6 - Enumeration at Birth (EAB)" appears on the NUMIDENT when a record is established via EAB.

C. Department Of State For Enumeration At Entry (EAE)

An application for an original SSN or a replacement SSN card may be completed through EAE. This process is currently available to individuals who are admitted to the U.S. as immigrants. The Department of Homeland Security (DHS) and the Department of State (DOS) collect enumeration data as part of the immigration process. When an immigrant requests an SSN card as part of the immigration process, DHS transmits the data elements collected for enumeration purposes to SSA once the immigrant arrives in the U.S. Using this data, SSA assigns an original SSN or replacement card to the immigrant, if no prior SSN is found, SSA issues an original or replacement card using the data collected, and mails the SSN card to the address provided by DHS or DOS. See Enumeration at Entry, RM 10205.600.

NOTE: No microfilm or electronic SS-5 exists when a record is created and fully processed through EAE. "Form Code (FMC): A - Enumeration at Entry (EAE)" appears on the NUMIDENT to indicate a record was established based on EAE. For EAE exceptions, see Enumeration at Entry, RM 10205.600.

D. Enumeration Beyond Entry (EBE)

An application for an original SSN or a replacement SSN card may be completed through EBE. This process is currently available to individuals who live in the United States and who apply for either work authorization and/or lawful permanent residency status. The Department of Homeland Security (DHS) collects enumeration data during the U.S. Citizenship and Immigration Services (USCIS) application process. When an applicant requests an SSN card as part of the application process, DHS transmits the data elements collected for enumeration purposes to SSA once they have approved the application. Using this data, SSA assigns an SSN to the applicant, if no prior SSN is found, or sends a replacement card if requested and mails the SSN card to the address provided by DHS. See Enumeration Beyond Entry, RM 10205.700.

NOTE: No microfilm or electronic SS-5 exists when a record is created and fully processed through EBE. "Form Code (FMC): B - Enumeration Beyond Entry (EBE)" appears on the NUMIDENT to indicate a record was established based on EBE.

E. Internet Social Security Number Replacement Cards (iSSNRC)

An applicant for a replacement SSN card may apply online if he or she has a *mySocialSecurity* account and meets the requirements in RM 10205.630B, Internet SSN Replacement Cards (iSSNRC).

NOTE: No microfilm or electronic SS-5 exists when a record is created and fully processed through iSSNRC. "Form Code (FMC): I - Internet Social Security Number Replacement Card (iSSNRC)" appears on the NUMIDENT to indicate a record was established based on iSSNRC.

