

Dear Student,

The Student Financial Services Office is currently working on issuing tax forms for 2022. We require your Social Insurance Number to issue the tax forms for any scholarship and bursaries and tuition receipts.

Your SIN must be updated no later than December 31, 2022 so that we can process your tax forms appropriately. If you are an International student who does not have a SIN, please disregard.

How do I update my SIN?

You can enter your SIN number through your secure Student Center profile, by following these steps:

- Login to the Student Center with your Western user ID and password.
- Under Personal Information, select Demographic Data.
- Under National Identification Number, choose Edit.

If you already have a SIN on file, you will not be able to see the section for National Identification Number and no further action is required.

Do not send your SIN by email. Logging in to the Student Center is the most secure method to provide your SIN.