

Justification for Non-Substantive Changes for Forms SSA-1383 and SSA-1383-FC
Student Reporting Form
20 CFR 404.352(b)(2), 404.367, 404.368, 404.415, 404.434, 422.135
OMB No. 0960-0088

Background

The Social Security Administration (SSA) uses Form SSA-1383, and its foreign version SSA-1383-FC, when a student beneficiary reports a change in circumstances that could affect continued entitlement to, and receipt of benefits. Currently, the paper and PDF versions of this form includes a signature requirement.

SSA recently reassessed the need for the respondent's signature on this form and determined that we no longer require it. Therefore, we are removing the signature requirement from this form.

Revisions to the Information Collection for SSA-1383:

- **Change #1:** SSA is removing the signature requirement from Form SSA-1383.

Justification #1: We reassessed the need for a wet signature on this form and determined we no longer require it. Therefore, we will no longer ask respondents to sign this form prior to submitting it to SSA.

- **Change #2:** On the top of Page 2, we are changing "SIGNATURE OF PERSON MAKING THIS REPORT" to "NAME OF PERSON MAKING THIS REPORT".

Justification #2: While we will no longer require a signature, we still need to know who is making the report.

- **Change #3:** We are changing the "DATE SIGNED" field at the top of page 2 to "DATE" and moving it to be on the same line as "NAME OF PERSON MAKING THIS REPORT".

Justification #3: While we will no longer require a signature with date, we still want to know when the person is making the report. Change in position is for formatting purposes.

- **Change #4:** We are making formatting changes (spacing and font adjustments).

Justification #4: We are making these changes to meet accessibility requirements and for consistency in our forms.

Revisions to the Information Collection for SSA-1383-FC:

- **Change 5:** We are removing the signature requirement from Form SSA-1383-FC.

Justification #5: We reassessed the need for a wet signature on this form and determined we no longer require it. Therefore, we will no longer ask respondents to sign this form prior to submitting it to SSA.

- **Change #6:** In question #1, we are changing the “Print new address after signature on page 2 of this form” instruction to “Print new address on page 2 of this form.”

Justification #6: We are revising the language, because SSA will no longer be collecting a signature on the form.

- **Change #7:** On page 2, we are changing the “SIGNATURE OF PERSON MAKING THIS REPORT” field to “NAME OF PERSON MAKING THIS REPORT”.

Justification #7: While we will no longer require a signature, we still need to know who is making the report.

- **Change #8:** On page 2, we are changing the “DATE SIGNED” field to “DATE”.

Justification #8: While we will no longer require a signature with date, we still want to know when the person is making the report.

After OMB approves the signature removal for the SSA-1383 and SSA-1383-FC, we will implement the new versions of the forms that clarify that we no longer require a signature by removing the signature block.

This action will not affect the public reporting burden.