

# CalKIDS Account Services Form

Please complete this form if you would like to request a name or birth date change, opt out of program communications, or are experiencing account access issues.

## Instructions

- You must provide all of the requested information in Section 1, applicable information in Section 2, and your signature in Section 3.
- You must print, hand sign or digitally sign this document, and mail this completed form to ScholarShare Investment Board, Attention: CalKIDS, PO Box 942809, Sacramento, CA 94209-0001
- You should retain a copy for your records.

**Questions?** Visit [www.CalKIDS.org](http://www.CalKIDS.org) or call toll-free 888-445-2377 for information or assistance.

## 1. Current CalKIDS Beneficiary Information

Complete the required information below to identify the CalKIDS Beneficiary:

Beneficiary First Name                      Beneficiary Middle Name (if applicable)                      Beneficiary Last Name

Beneficiary Date of Birth                      Beneficiary State of Birth                      Phone Number

Email Address

### For at birth recipients, complete this section:

Local Registration Number (LRN) found on child's birth certificate

County of Birth<sup>1</sup>

<sup>1</sup>For beneficiaries born after July 1, 2022.

### For students, complete this section:

Statewide Student Identifier (SSID)

County of School, as of applicable Fall Academic Census Date<sup>2</sup>

<sup>2</sup>Fall Academic Census Day is a day within the Academic Year on which an official count is taken. The Fall Census Day is the first Wednesday in October. Students identified in 1st - 12th grade in 2021-22 should use the county in which they attended school on October 6, 2021. Students identified in 1st grade in subsequent years should use the county in which they attended school on the applicable Fall Academic Census Day.

## 2. CalKIDS Account Change Request

Please proceed with the following request:

Updated Beneficiary Name\* \_\_\_\_\_

Name as currently shown in CalKIDS Portal \_\_\_\_\_

State File Number and/or Local Registration Number (LRN) \_\_\_\_\_

Please provide the last name for all parents listed on the child's most recent birth certificate.

Parent 1 Last Name (as listed on child's birth certificate)

Parent 2 Last Name (as listed on child's birth certificate)

Updated Beneficiary Date of Birth\* \_\_\_\_\_

Updated Beneficiary County \_\_\_\_\_

Opt Out of Program Communications (Circle)      Mail      Email

CalKIDS Account Portal Reset\*\* (In cases where a CalKIDS beneficiary is unable to access their account)

\* Updates to beneficiary names or dates of birth may require additional documentation. A representative will reach out to you if needed.

\*\* This may be accepted on a case-by-case basis following a review of the operational needs. A program representative will reach out to you via email to review and complete this process at a scheduled time.

### 3. Signature And Authorization

**By signing below,** I attest that I am a CalKIDS Beneficiary (award recipient, if 18 years of age or older) or the parent/legal guardian of a CalKIDS Beneficiary with authority to act on their behalf and that in such capacity I possess the legal right to authorize changes be made to my CalKIDS Account, as requested on this form, and have enclosed the required documentation.

Under penalty of perjury and the laws of the state of California, I affirm that I am authorized to execute this attestation and declare that such authority and the statements made within it are true and correct.

I understand that the CalKIDS Program's reliance on this attestation is binding and final.

I further understand that false statements made in connection with this attestation may result in legal action.

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Signature (Please print and hand sign or digitally sign this document)

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Print Full Legal Name of CalKIDS Beneficiary or Parent/Legal Guardian

Date

**All forms must be either hand signed or digitally signed.**

**Mail this completed form to:**

ScholarShare Investment Board

Attention: CalKIDS

PO Box 942809

Sacramento, CA 94209-0001

Program Administered by the ScholarShare Investment Board



**CalKIDS**  
The first step toward college