SSN Purge Tool

Last Modified on 12/14/2025 8:45 pm CST

⚠️ **WARNING: This action CANNOT be undone.**

The SSN Purge Tool will permanently delete the listed core Social Security Number values for the entire district and hide corresponding core Social Security Number fields from the interface so that no new data can be added. There is no option to restore. Districts with SSN reporting requirements should **NOT** run this tool.

This tool **WILL NOT** remove SSN data stored in custom fields or any other fields not listed.

This tool is **NOT** available in KY, GA, IN, TX, MO, or VA.

Data change tracker retention policies will be adhered to when this tool is used.

Core Social Security Number Information Affected | Running SSN Purge | Tool Rights

Tool Search: SSN Purge Tool

This tool is intended for one-time use; however, it can be run multiple times if needed. A timestamp will be added each time it is run to provide the last run date and time.

If a user tries to run when it has already been scheduled or is currently running, they will get a message stating so. Users will be able to reschedule future scheduled times.

If your district does not have core Social Security Number information stored in Infinite Campus for the listed locations, running the SSN Purge Tool will hide the corresponding core Social Security Number fields in the user interface so that Social Security Numbers cannot be entered into those fields in the future.

SSN Purge tool

Core Social Security Number Information Affected
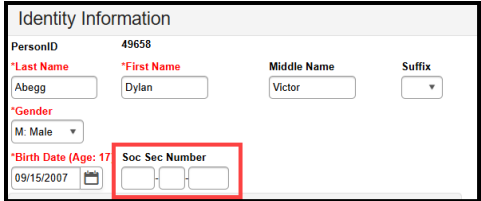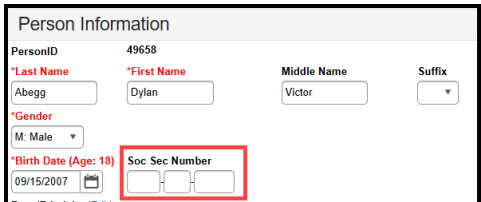
Table Name	Column	Location in the user interface to be hidden	Image of the field(s) to be hidden
Identity	ssn	Census > People > Identities Census > People > Demographics	
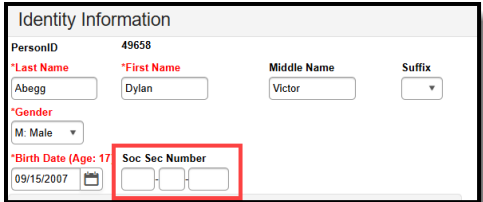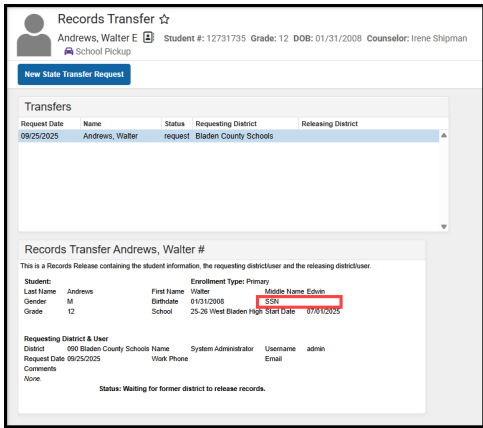
Table Name	Column	Location in the user interface to be hidden	Image of the field(s) to be hidden
IdentityHistory	ssn	Census > People > Identities > Historical Record	
RecordsTransfer	studentSSN	This is only valid in states using a State Edition Records Transfer tool. Student Information > General > Records Transfer	

Table Name	Column	What is this?
PlanStudent	ssn	It is a cached copy of student information that is disconnected from the live data sources, so that locked IEPs do not change. This is a database view only.
EvalStudent	ssn	This is cached student information in a special ed evaluation. This is a database view only.
StaffMemberSync	ssn	This is a table that contains all the Staff who need to be synced with Campus. This is a database view only.

Running SSN Purge

Ad hoc reporting can be used to determine if you have data in the student.ssn field that will be deleted when using the SSN Purge Tool. Information for the other included SSN information affected could be pulled through the database.

For optimal performance, it is advisable to schedule the SSN Purge Tool to run during overnight hours or weekends. When you select the **Schedule SSN Purge** button, a pop-up will appear that allows you to select a date and time to purge SSNs.

When you select the **Run SSN Purge** button, a pop-up will appear letting you know that you are about to permanently delete all core SSN data and hide all SSN Database fields in the user interface from all users. To continue with deletion, select Run SSN Purge.

The tool will list information about scheduled future runs. If the process has finished, the SSN Purge Tool will show the date and time of the last run. A count of the records deleted will be returned.

Tool Rights

No one is automatically granted rights to use this tool. Rights must be assigned.

SSN Purge tool rights