



The  
University  
Of  
Sheffield.

Recruitment &  
Selection  
Coordinators  
Network.

**Recruitment & Selection Network Coordinators' Network  
Update Email: 25 July 2013**

**For information: Potential Scam when applying for a NI Number**

Dear All

We wanted to draw your attention to a potential scam regarding applying for a national insurance number that we have been alerted to.

When applying for a National Insurance number if you type "how to apply for a National Insurance number" into a Google search the 4th option down is:

<http://www.nationalinsuranceregistration.org.uk/>

This website is claiming they can process a National Insurance number in 3 days and is charging people £77 to do so.

Please can you make new starters aware that payroll hold application forms for NI numbers and pass these onto individuals when they come in for their new starter appointment; there is no charge for making an application.

If you have any questions please do not hesitate to contact Human Resources or Payroll.

Thanks

Hannah Stokes