

PERSONNEL RECORD

Social Security Number	_____ - ____ - _____
Prefix (e.g. Mx., Ms., Mr., Dr., Prof.)	
First Name (as it appears on your Social Security Card)	
Middle Initial (as it appears on your Social Security Card)	
Last Name (as it appears on your Social Security Card)	
Suffix (e.g. Jr., Sr., III)	
Preferred Full Name	
Personal Email Address	
Current Street Address	
Current Apartment Number (if applicable)	
Current City, ST, and Zip Code	_____, ____ _____
Local Street Address (if known)	
Local Apartment Number (if known)	
Local City, ST, Zip Code (if known)	_____, ____ _____
Cell Phone Number	
Home Phone Number	
Which number is your preferred phone?	<input type="checkbox"/> Cell <input type="checkbox"/> Home
Would you like to receive campus emergency alerts through text message on your cell phone? Please note you must list a cell phone number to receive alerts by text message.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Would you like your home address and phone number displayed in the campus directory (accessible by students and employees)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Date of Birth	
Marital Status	<input type="checkbox"/> Single <input type="checkbox"/> Married
Citizenship	
Emergency Contact Name (First Name, Last Name, Relationship)	
Emergency Contact Phone Number	
W-2/1095-c Delivery Method	Electronic Paper

Integrated Postsecondary Education Data System (IPEDS) Reporting Data

Ethnicity	
<input type="checkbox"/> Yes <input type="checkbox"/> No	Are you Hispanic or Latino? (A person of Mexican, Puerto Rican, Cuban, Central or South America or other Spanish culture or origin, regardless of race.)

Race	
<input type="checkbox"/>	White: A person having origins in any of the original peoples of Europe, North Africa, or the Middle East
<input type="checkbox"/>	Black: A person having origins in any of the Black racial groups of Africa
<input type="checkbox"/>	Asian: A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam
<input type="checkbox"/>	Native Hawaiian or Other Pacific Islander: A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands
<input type="checkbox"/>	American Indian or Alaskan Native: A person having origins in any of the original peoples of North or South America (including Central America) who maintains cultural identification through tribal affiliation or community attachment
<input type="checkbox"/>	Multiracial: All persons who identify with more than one of the above five races

Completed digitally by:

Date: