



DIVISION OF HUMAN RESOURCES

To: NEWLY HIRED EMPLOYEE

Re: EDUCATIONAL ATTAINMENT INFORMATION
GENDER/ETHNIC INFORMATION

EDUCATIONAL ATTAINMENT

Please indicate your educational attainment on the appropriate line(s) that follow. (specify degree):

- X - Less than High School
H - High School
A - Associate Degree
B - Bachelor's Degree
Z - Specialized Training Certificate
Y - Master's Degree
D - Doctorate Degree
M - Medical Degree
L - Law Degree

GENDER/ETHNIC/RACE INFORMATION

After you are employed, you are required to provide information on your gender, ethnicity and race for reports that the University must make to Federal and State governmental agencies. The data is also used by the University to determine its compliance with civil rights legislation dealing with our Affirmative Action Program. Please be assured that your privacy will be protected, and this information will be kept confidential.

SEX, ETHNICITY AND RACE(S)

Sex

MALE () FEMALE ()

ETHNICITY

Hispanic

Yes No

A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

Race(s) - Check as many as apply:

White

Yes No

A person having origins in any of the original peoples of Europe, the Middle East or North Africa.

Black

Yes No

A person having origins in any of the Black racial groups of Africa.

Asian

Yes No

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.

American Indian/Alaskan Native

Yes No

A person having origins in any of the original peoples of North and South America (including Central America) who maintains a tribal affiliation or community attachment.

Hawaiian or Pacific Islander

Yes No

A person having origins in any of the original peoples of Hawaii, Guam, Samoa or other Pacific Islands.

Employee Name (print)

THANK YOU FOR YOUR VERY KIND COOPERATION IN PROVIDING THE FOREGOING INFORMATION



Employee Signature

Date

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Revised 05/09