

Please type or print legibly. Information is keyed directly into the Human Resource/Payroll System from this form.

<b>Enter name as it is printed on your social security card.</b>						
<b>Last/Family</b>	<b>Suffix</b>	<b>First</b>	<b>Middle</b>	<b>Social Security Number</b>		
<b>Preferred Name (Directory Use)</b>					<b>Former Names</b>	
<b>Home (W2) Address</b>						
Street		City	County (KS/MO)	State	Zip	Phone
<b>Mailing (if different from Home)</b>						
Street		City	County (KS/MO)	State	Zip	Phone
<b>Electronic Deposit of Check (EFT) (circle)</b>	Yes	No	<b>If Yes, Electronic Deposit Form is required which is included in the new employee packet at www.payroll.ku.edu under Employee Forms</b>			

**For those with options listed, please circle the correct value.**

<b>Highest Education Level</b>	1-Year College	2-Years College	2-Year College Degree	3-Years College	4-Years College	Bachelor's Degree	Doctorate	High School Graduate or Equivalent			
	Less than High School Graduate		Master's Degree	Post Doctorate		Some Graduate School	Technical School				
<b>Gender (M/F)</b>		<b>E-mail Address</b>				<b>Campus Work Phone</b>					
<b>Primary Campus Work Location. Please circle or write in the City/State.</b>		KU Lawrence,KS (DG)	Edward Campus, OP, KS (JO)	Juniper Gardens Complex, KC,KS (WY)	KGS Well Library Wichita, KS (SG)	Parsons, KS (LB)	KLETC Yoder,KS (RN)	Talent Search, KC,KS (WY)	Capitol Center, Topeka, KS (SN)	KUMC Kansas City,KS (WY)	KUMC Wichita, KS (SG)
		Other (City/State):									

<b>Non-Tax Marital Status</b> optional	Married	Single
<b>Birth Date (MM/DD/YY)</b>	<b>KU Student ID # (if student employee)</b>	

<b>If Non U.S. Citizen - indicate Birth Country</b>		<b>and Birth City</b>		
<b>Citizenship Status</b>	Alien Permanent	Alien Temporary	Native	Naturalized

<b>Ethnic Group/ Race Code</b>	American Indian/Alaskan Native (Persons of Indigenous populations of North America) <sup>5</sup>	Asian/Pacific Islander (Persons of Japanese, Chinese, Korean, Indian or Pacific Islander origin) <sup>4</sup>	Black (Persons of African origin) <sup>2</sup>	Hispanic (Persons of Mexican, Puerto Rican, Cuban, Central or South American origin) <sup>3</sup>	White-not Hispanic (Persons of European, North African, or Middle Eastern origin) <sup>1</sup>
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<b>Military Status &amp; Recently Separated (see Invitation to Self-Identify Disabled and/or Veteran Status for descriptions).</b> optional					
<b>Disabled Veterans, please fill out the additional form Disclosure Form for Persons with Disabilities.</b>					
No Military Service <sup>2</sup>	Vietnam-Era Veteran <sup>3</sup>	Other Protected Veteran <sup>4</sup>	Vietnam Era Veteran & Other Protected Veteran <sup>9</sup>	Veteran/Military Status Not Listed <sup>A</sup>	<b>If Recently Separated Veteran - please indicate the date of discharge or release :</b>

<b>If you have served on active duty and received an Armed Forces Service Medal, please circle Yes (if not, circle No). (See the Invitation to Self-Identify Disabled and/or Veteran Status for a description.)</b>			Yes	No
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<b>Degree</b>	<b>Date (MM/DD/YY)</b>	<b>Major</b>	<b>School</b>	<b>Country/State</b>

<b>Current or Past Employment at the University of Kansas or any other State of Kansas Agency</b> (Payroll-copy HREO if data.)	
Agency/Division Name	Dates
Agency/Division Name	Dates
<b>Are you a KPERS retiree? (circle) Yes No</b> If yes, from what employer did you retire?	

<b>Employee Signature:</b>	<b>Date:</b>
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