

Information About Me

Person ID Number: _____
(To be completed by HR)

PUID Number: _____ - _____

Social Security Number: _____
(Please provide Social Security Number for identification purposes if PUID is unavailable)

Name: _____
(Last) (First) (Middle Initial)

NAME CHANGE ONLY: _____
(Previous Name)

Address: _____
(Street)

(City)

(State)

(Zip)

Telephone: (____) _____ - _____
Your home telephone and address will be printed in the Student/Staff Telephone Directory unless you direct us to suppress it.

Print home phone & address
 Suppress home phone & address

Date of Birth: ____/____/____ (Month/Day/Year)

Gender:
 Male Female

Country of Birth: _____

Country of Citizenship: _____

Information About My Position

(To be completed by Org Unit)

Position Number: _____

Organizational Unit : _____

Building Abbreviation: _____

For those who do not have a building abbreviation, please list the mailing address:

Address: _____
(Street)

(City)

(State)

(Zip)

Office Telephone: (____) _____ - _____

Information About Prior Purdue Employment

If you have previously held a non-student position at Purdue, please help us match our records by providing this information:

Employment Separation Date: ____/____/____
Month Day Year
____/____/____
Month Day Year

Name (if different than your current name): _____

Education: List highest degree first.

Name of School	Date received Degree/Diploma MM/DD/YYYY	Diploma or Degree	Major/Minor

Do you have relatives on the University Faculty, Staff, or Board of Trustees?

No
 Yes _____
(Relative's Name and Relationship to You)

Criminal Conviction: An individual who has been convicted of a crime is not automatically barred from employment. Have you ever been convicted of or pled guilty to a crime? (Include court-martial convictions; exclude minor traffic violations.)

No
 Yes If yes, please complete the following:

Conviction (e.g., felony, misdemeanor)	Offense	Conviction Date	Location (City, State)	Court Action/Sentence

The information I have provided to Purdue University, including, but not limited to, the information on my resume is true and complete to the best of my knowledge. Providing false or misleading information, or failing to provide material information at any time during the employment process may result in the University terminating my employment. Furthermore, if I am convicted of or plead guilty to a crime after I complete this form, I will report the conviction or guilty plea to Human Resource Services and my University supervisor immediately.

Signature: _____ **Date:** ____/____/____