

EMPLOYEE INFORMATION FORM

(Please print legibly and provide all information requested)

Employee Name: _____ <div style="display: flex; justify-content: space-between;"> Last First MI </div>		
SSN: _____ Employee Identification # (if available) _____ -- 0 0 -- _____ <i>Your Social Security Number is required for tax withholding and federal reporting requirements. If you do not have a valid SSN, you must apply for one at a Social Security Administration Office at 3500 N. Campbell Ave or 2716 S. 6th Ave.</i>		
<input type="checkbox"/> Male <input type="checkbox"/> Female	Date of Birth: (mm/dd/yyyy) ____/____/____	Highest Level of Education Completed: <input type="checkbox"/> Not a High School Graduate <input type="checkbox"/> GED <input type="checkbox"/> High School Graduate College: <input type="checkbox"/> Freshman <input type="checkbox"/> Sophomore <input type="checkbox"/> Junior <input type="checkbox"/> Senior <input type="checkbox"/> Graduate <input type="checkbox"/> Post Graduate Highest degree earned: _____ Year earned: _____
Permanent Street Address _____ City _____ State _____ Zip Code _____ Home phone: (_____) _____ Spouse's Name: _____ Spouse's Work Phone: (_____) _____		Person to notify in emergency: First Name _____ Last Name _____ Phone _____ Address _____ _____ <i>(If your emergency information changes, notify Human Resources, Employee Records in writing)</i>
Have you worked for the University of Arizona before? <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, what year(s)? _____ Under what name if different: _____ Are you currently participating in the Arizona State Retirement System with another employer? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide employer name: _____		
Are you a: <input type="checkbox"/> US Citizen <input type="checkbox"/> Permanent Resident <input type="checkbox"/> Non-Resident with Temporary Visa: Visa Classification _____ Expiration Date: _____		
Will your job duties require you to drive a University of Arizona vehicle or to use your own vehicle to conduct University business? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Are you subject to child support withholding? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Arizona Revised Statute 23-722.02 requires employers to ask each new employee if they are subject to child support wage assignment or order. If you are subject to child support withholding, A.R.S. 23-722.02 requires you to deliver a copy of any active child support and wage withholding documents to Payroll, University Services Bldg., Room 402.</i>		

Employee Signature: _____ **Date:** _____

My signature affirms that all the information on this employee information form is accurate to the best of my knowledge and I understand the requirements of the Child Support Wage Withholding statute as outlined above.