

UW Whitewater New Employee Information Sheet

Name: (Last, First, Middle): _____

Preferred Name: _____

Date of Birth: (MM/DD/YEAR): _____

Education Level Completed:

Less than HS Grad

HS Grad or GED Some College Technical School

2-year Degree Bachelor Degree Some Grad School

Master's Degree Doctorate: Academic Professional

Post Doctorate

Marital Status: Single Divorced

Married Widowed Unknown

Primary Ethnic Group:

Hispanic/Latino

American Indian / Alaska Native Not Specified

Native Hawaiian/Other Pacific Islander Asian

Black/African American White

Prior State of Wisconsin Employment: Yes No

Wisconsin Retirement System (WRS):

Have you ever contributed to WRS? Yes No

Money Withdrawn? Yes No

Prior WRS Non-State Service? Yes No

Employment Unit: _____

Currently receiving an annuity from WRS? Yes No

Human Resources Use:

Prevoius WRS Local Service _____

Previous WRS State Service _____

Benefits Service Date: _____

WRS Before July 1, 2011 Yes No

Rehired Annuitant: Yes No

Retire Post 7/1/13, elect WRS

Retire Post 7/1/13, no WRS

Retire Post 7/1/13, require WRS

Retire Pre 7/2/13, elect WRS

Retire Post 7/2/13, no WRS

DATE:

Release Home Information: Yes No

Home Address: _____ Apt: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Cell Phone: _____

EMERGENCY CONTACTS: Same as Employee

Name: _____ Relationship: _____

Home Address: _____ Apt: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Cell Phone: _____

Name: _____ Relationship: _____

Home Address: _____ Apt: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Cell Phone: _____

Military / Active Duty Status:

Spouse of 70% Disabled Vet Recently Separated Veteran

Disabled at _____% Separated & Active Duty Vetern

Active Duty / Campaign Badge Vet Separated & Service Medal Vet

Armed Forces Service Metal Vet Separated/Service Medal/Active

Not a Protected Vet Service Medal & Active Duty

Not a Veteran Veteran of Vietnam Era

Protected, not Classified Vietnam & Active Duty Vet

Department Use: Unclassified University Staff LTE

Hiring Department: _____

Office building: _____ Room #: _____ Phone #: _____

Reports to: _____

Approver: _____ Back-up Approver: _____

Approver HRS ID#: _____ Approver HRS ID#: _____

Criminal Background Check to HR: Y / N Date Submitted: _____

Is this position a "Position of Trust" as cited in Regent Policy Document 20-19, paragraph 1A? Yes: No:

Policy on Positions of Trust: <https://www.wisconsin.edu/regents/policies/university-of-wisconsin-system-criminal-background-check-policy/>

Person of Interest

Note: All fields are required. Please use Adobe Acrobat Reader or Pro to complete form.

Name: (Last, First, M): _____

Nickname: _____

DOB: _____ SSN: _____

Gender: Male Female

UW Department: _____ Dept. ID #: _____

Building: _____ Room # _____

Campus Phone Number: _____ Personal Phone Number: _____

TYPE OF AFFILIATION:

Non UW-Whitewater faculty member teaching a course at UWW w/out pay.

Non UW-Whitewater research scholar working at UWW faculty w/out pay (Ex. Dissertation)

Non UW-Whitewater person helping on the recruitment panel.

Non UW-Whitewater person approving timesheets.

Consultant or contractor providing services to UWW.

Start Date: _____ End Date: _____

SECURITY ACCESS REQUESTED:

Key Email Hawk Card Library

Wifi

Building Access (If yes, what building): _____

Other: _____

Submitted By: _____

Department: _____ Phone: _____

Please fill out and submit to Human Resources via fax: 262/472-5668. Questions: 262/472-1024