

**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Money Withdrawn?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:**     Fac/AS/LIM     University Staff     USTE

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/>