

**Information About Me**

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:** \_\_\_\_\_  
*This field for NEW name change only. Attach copies of documentation for the name change (marriage license, divorce decree, other)*

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: \_\_\_\_\_

Work Location:  USA  
 Foreign \_\_\_\_\_

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: \_\_\_\_/\_\_\_\_/\_\_\_\_