

(For all New Hires, Re-Hires, and Pre-Hire)

Name:	
Last	First MI
	Pate of Birth/ Male Female
A Social Security Number and Date of Birth is required of new employees for tax withholding and federal reporting requirements and "Persons of Interest" to provide access to university services and electronic systems)	
Email Address	(Requested for new employees to obtain NetID and UA email)
Indicate the highest level of education completed: Not a HS Graduate High School/GED	
Associate Degree Undergraduate Degree Graduate Degree Post-Graduate:	
Highest Degree Earned:	Year highest degree earned:
Home Street Address (Arizona)	Home Street Address (Out-of-State)
Tione Street Address (Alizona)	(Complete if physical UA work location is outside Arizona)
	(Comprete it physical off work location is outside (itizoita)
City State	City State
Zin Co. In	Zip Code County
Zip Code County	Zip Code County
Home Phone UA Phone (if known)	Country or other address information (if applicable)
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Person to notify in emergency: Name:	Phone: ()
Have you ever worked in a paid position for the University of Arizona?	
If yes, what department(s)?: Dates:	
Under what name if different:	
Have you ever worked for another State of Arizona agency, NAU or ASU? Yes No	
If yes, what agency/university? If yes, when were you there?	
Have you ever contributed to the Arizona State Retirement System?	
If yes, do you still have monies on account?	☐ Yes ☐ No
Are you a: US Citizen Permanent Resident Non-Resident with Temporary Visa (Attach copy of I-94)	
Visa Type/Classification (if applicable): Visa Eligibility Expiration Date:	
Will your duties require you to drive a University of Arizona vehicle or to use your own vehicle to conduct	
University business? Yes No (Note: Individuals under the age of 18 may not drive in the course of their duties.)	
Are you subject to child support withholding (Employees only) Yes No	
Arizona Revised Statute 23-722.02 requires employers to ask each new employee if they are subject to child support wage assignments or order and if subject to child support withholding, requires you to deliver a copy of any active child support and wage withholding documents to Payroll, University	
Services building, Room 402.	
My Signature below indicates that all information provided on this form is accurate to the best of my knowledge and that I understand the	
requirements of the Child Support Wage Withholding statute outlined above.	
Employee Signature:	Date:
Office Use Only: Reviewed by:	EmplId:

HR/Person Info Form Revised July 19, 2011