Full-Time Faculty/Staff
Personnel Data Sheet

Prefix (optional) – please circle: Ms. Mrs. Miss Mr. Rev. Dr.

Print **Legal** Name: First Middle Initial Last

_____ _____ _____

Suffix (optional) _____ Print **Preferred** First Name _____

Soc. Sec. No. _____ Ethnicity (for reporting purposes)

Address _____ Hispanic or Latino _____

_____ White _____

Home Telephone_____ Black or African American _____

Cell Phone _____ Asian _____

E-mail Address_____ American Indian/ Alaska Native _____

Preferred Emergency Contact Number Home Cell Native Hawaiian/Other Pacific Islander _____

Ethnicity Unknown _____

Birth Date _____ Sex (M/F) _____

Emergency Information: Are you a Non-Resident Alien?* Yes ____No____

Contact Name _____ Marital Status (S/M)_____

Contact Phone_____ Spouse's Name_____

Position Title_____ Department_____

Campus Box No. _____ Extension_____

Supervisor_____ Start Date_____

Was your immediate previous employer a non-profit organization? Yes_____ No_____

If yes, were you employed there full-time? Yes_____ No_____

Have you been previously employed on a full-time basis with North Park? Yes___No_____

If so, what position did you hold, and when?_____

Non-Resident Alien:

A non-resident alien is a person who is not a citizen or national of the United States and who is in this country on a visa or temporary basis and does not have the right to remain indefinitely.

If you are claiming non-resident alien status with a J-1 or F-1 Visa, you have the option to have Social Security/Medicare deducted or NOT deducted from your paycheck. Please check your choice:

_____As non-resident alien, I **DO want social security taxes deducted** from my paycheck. (r)

_____As a non-resident alien, I **DO NOT want social security taxes deducted** from my paycheck. (x)