

**This form should be completed by hourly employee
and used to assist in completion of personnel report
for Student Workers and LBCLRs**

name: _____

ss#: _____

date of birth: _____

local address: _____

home phone #: _____

work phone #: _____

email address: _____

building name: _____

room number: _____

citizenship: _____

visa type: _____

white
 black
 oriental/asian
 american indian
 hispanic
 other _____

male **female**

single **married** **name of spouse** _____

Have you previously worked at UGA? **yes** **no**

If NO, please go to <http://www.busfin.uga.edu/staff> and complete the on-line orientation
If YES, please indicate last day employed Department

Will you be enrolled in classes at UGA during current employment? **yes** **no**

