Employee Information

(Please Print)

Name: _____ Drury ID: _____
Last First MI

Address: _____
Street City State Zip Code

Preferred Name: _____ SSN: _____ Birth Date: _____

Phone Number: _____ Listed ☐ Unlisted ☐ Drury e-mail: _____Other e-mail:_____

Cell Phone: _____ Martial Status: Single ☐ Married ☐ Spouse Name: _____

Position: _____ Department: _____

Emergency Contact: Name _____ Relationship _____

Contact Numbers: _____

Have you ever been employed at Drury University? Yes☐ No☐ If yes, when? _____

Have you ever been academically enrolled for school at Drury University? Yes☐ No☐ If yes, when? _____

Other Names Used: _____

To comply with the equal Employment Opportunity and Affirmative Action regulations, we are required to compile summary data on the gender, ethnicity, handicapped status, and veteran status of all employees. This information is collected for the sole purpose of providing data for statistical analysis.

Gender:
Female ☐ Male ☐

Citizenship: (Check one)
☐ U.S. Citizen ☐ Lawful Permanent U.S. Resident ☐ Non-Resident Alien

Ethnicity:
Is your race or ethnicity Hispanic/Latino? _____ Yes _____ No

Check the appropriate box(es) if your race or ethnicity is from one or more of the five racial groups below? (Check all that apply.)

☐ I - American Indian or Alaskan Native ☐ A – Asian ☐/Native Hawaiian or Other Pacific Islander
☐ W – White ☐ B - Black or African-American

Disability Status:
Yes ☐ No ☐ If yes, please state nature of disability. _____

Veteran Status:
Are you a Veteran of any United States Armed Services? Yes☐ No☐
If yes, period of service from _____ to _____.
If yes, please review carefully the following definitions and check the line that applies to you.

____ I am a "Special Disabled Veteran"
DEFINITION:
(A) A veteran who is entitled to compensation (or who but for the receipt of military retired pay would be entitled to compensation) under laws administered by the Department of Veterans' Affairs for a disability
(i) rated at 30% or more, or
(ii) rated at 10% or 20% in the case of a veteran who has been determined under Section 3106 of Title 38, U.S.C., to have a serious employment handicap or
(B) A person who was discharged or released from active duty because of a service-connected disability.

____ I am a "Veteran of Vietnam Era"
DEFINITION: means a person who:
(A) served in the military, ground, naval, or air service of the United States on active duty for a period of more than 180 days, and was discharged or released therefrom with other than a dishonorable discharge, if any part of such active duty occurred:
(i) In the Republic of Vietnam between February 28, 1961, and May 7, 1975; or
(ii) between August 5, 1964, and May 7, 1975, in all other cases; or
(B) was discharged or released from active duty for a service-connected disability if any part of such active duty was performed:
(i) In the Republic of Vietnam between February 28, 1961, and May 7, 1975, or
(ii) between August 5, 1964, and May 7, 1975, in all other cases.

____ I am an "Other Eligible Veteran"
DEFINITION:
Veterans who served in the military, ground, naval, or air service of the United States on active duty during a war or in a campaign or expedition for which a campaign badge has been authorized. To identify the campaigns or expeditions that meet this criterion, contact the Office of Personnel Management (OPM) and ask for the OPM VETS Guide, Appendix A. A local OPM Telephone number may be found in the telephone book under Federal Government or consult Directory Assistance for your area code for the nearest OPM location. For those with internet access, the information required to make this determination also is available at http://.opm.gov/veterans/html/vgmedal2.htm

HR Use Only
Campus Phone: _____ Campus Loc: _____ Campus Bldg: _____ Room: _____