

EMPLOYEE DATA FORM

(ALL DATA MUST BE COMPLETED FOR PAYROLL PROCESSING)

*Last Name: _____ First Name: _____ MI: _____ Known By: _____

Address: _____ City: _____

State: _____ Zip: _____ Phone: _____ ☐ Male ☐ Female

Title: ☐ Mr. ☐ Mrs. ☐ Miss ☐ Ms. ☐ Dr. ☐ Rev. ☐ Sr. Suffix: ☐ DDS ☐ PhD ☐ MD ☐ SJ ☐ Jr.

Social Security Number: _____ Date of Birth: _____ Status: ☐ Single ☐ Married

Department: _____ Hire Date: _____

Registered Disabled: ☐ Yes ☐ No

Religion:

- ☐ Baptist
- ☐ Buddhist
- ☐ Catholic
- ☐ Eastern Orthodox
- ☐ Episcopal/Anglican
- ☐ Evangelical
- ☐ Hindu
- ☐ Jewish
- ☐ Lutheran
- ☐ Methodist
- ☐ Muslim
- ☐ Other Christian
- ☐ Other Non-Christian
- ☐ Presbyterian
- ☐ UCC
- ☐ Not Applicable

Cleric Religion:

- ☐ Not Applicable
- ☐ Jesuit
- ☐ Non-Jesuit Catholic Clergy
- ☐ Other Non-Catholic Clergy
- ☐ Women Religious

- Veteran Status:
- ☐ Not a Veteran
 - ☐ Disabled Veteran
 - ☐ Disabled Vietnam Veteran
 - ☐ Vietnam Veteran
 - ☐ Other Eligible Veteran
 - ☐ Other Eligible Disabled Veteran

Separation Date: _____

Ethnic Origin:

Are you Hispanic or Latino?

- ☐ Yes, I am Hispanic or Latino
- ☐ No, I am not Hispanic or Latino

* If you have previously been issued an MUID and your name has changed, you must submit a Name Change Request Form, available from the MU Central web site. A Marquette University Identification Number (MUID) is issued to students, student applicants, parents, and employees.

No matter what you selected above, please continue to answer the following question.

What is your Race? (Select one or more)

- ☐ American Indian or Alaskan Native
- ☐ Asian
- ☐ Black or African American
- ☐ Native Hawaiian or Other Pacific Islander
- ☐ White

Highest Degree Obtained: ☐ High School ☐ GED/HED ☐ Associate ☐ Bachelor ☐ Master ☐ PhD ☐ DDS ☐ MD ☐ JD

Date Received: _____ Institution Name: _____

Emergency Contact Name: _____ Contact Address: _____

Contact Phone Number: _____ Relation to Employee: _____

Send completed form to Human Resources IMMEDIATELY (Before Date of Hire) by email, fax or regular mail

Marquette University, Department of Human Resources, Straz Tower Rm. 185

P.O. Box 1881

Milwaukee, WI 53201-1881

(414)288-7305 Fax: (414)288-7425

Email: humanresources@marquette.edu