

Personal Data Sheet

Name _____		Title <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Dr. <i>(Please check)</i>	
EmpID _____		SSN (for new employees only) _____	
Citizenship <i>(Please check)</i>		Citizenship Country _____	
<input type="checkbox"/> Native <input type="checkbox"/> Alien Perm <input type="checkbox"/> Alien Temp		Visa Type _____ Work Auth. Exp. Date _____	
Ethnic Group <i>(Please check)</i>			
<input type="checkbox"/> White <input type="checkbox"/> Black		<input type="checkbox"/> Hispanic <input type="checkbox"/> Asian <input type="checkbox"/> Am Indian	
Gender		Birthdate _____	
<input type="checkbox"/> Male <input type="checkbox"/> Female			
Marital Status			
<input type="checkbox"/> Divorced <input type="checkbox"/> Married <input type="checkbox"/> Single <input type="checkbox"/> Widowed			
Military Status <i>(Please check)</i>		Disability <i>(Please check)</i>	
<input type="checkbox"/> Non-Vet <input type="checkbox"/> Disabled Vet		<input type="checkbox"/> Vietnam Era <input type="checkbox"/> Other Era <input type="checkbox"/> Yes <input type="checkbox"/> No	
Home Address <i>(Physical address required; P.O. Boxes will not be accepted)</i>		Phone _____ Cell _____	
Street _____		City _____ State _____ Zip _____	
County _____		USA <input type="checkbox"/>	
please specify country if other than United States _____			
Mailing Address		Street _____	
City _____		State _____ Zip _____	
County _____		USA <input type="checkbox"/>	
please specify country if other than United States _____			
Emergency Contact		Name _____	
Address same as employee? <input type="checkbox"/>		Relationship _____	
Phone _____		Street _____	
City _____		State _____ Zip _____	
County _____		USA <input type="checkbox"/>	
please specify country if other than United States _____			
Public Records		Are you or your spouse a former or active law enforcement officer, judge or member of a protected class under FS 119? <i>(Please check)</i>	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	

Signature: _____

Date: _____

Print Name: _____

CITIZENSHIP

Native – Persons who are citizens or nationals of the U.S.

Alien Perm – Immigrants who are lawfully admitted for permanent residence. They can reside indefinitely in the U.S. as aliens, retaining their foreign nationality, or they can opt for U.S. citizenship through the naturalization process.

Alien Temp – Persons who are granted temporary admission to the U.S. for specified purposes and are required to leave the country when the purpose of their temporary stay has been accomplished.

***Employees with F-1, J-1 or M-1 visas must call Human Resources, (407) 823-2771 to schedule an appointment to complete paperwork for exclusion from taxes.*

ETHNIC GROUP

White – A person not of Hispanic origin having origins in any of the original peoples of Europe, North Africa, or the Middle East.

Black – A person not of Hispanic origin having origins in any of the black racial groups of Africa.

Hispanic – A person of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin, regardless of race.

Asian or Pacific Islander – A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.

American Indian or Alaskan Native – A person having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.

MILITARY STATUS

Non-veteran – A person who has not served in active duty with any branch of the United States Armed Forces.

Special Disabled Veteran – (1) 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 Veteran's Administration for a disability rated at 30 percent or more or rated at 10 or 20 percent in the case of a veteran who has been determined under Section 1506 of Title 38 U.S.C. to have a serious employment handicap or (2) a person who was discharged or released from active duty because of a service-connected disability.

Vietnam-Era Veteran – A veteran, any part of whose active military service was during the period August 5, 1964 through May 7, 1975, who (1) served on active duty for a period of more than 180 days and was discharged or released therefrom with other than a dishonorable discharge or (2) was discharged or released from active duty because of a service-connected disability. No veteran may be considered to be a veteran of the Vietnam era under this paragraph after December 31, 1991.

Veteran of Other Era – A person whose active duty with any branch of the U.S. Armed Forces was prior to August 5, 1964 or after May 7, 1975.