

Note: Please download and save the form locally before completing.

\* Required items are denoted by an asterisk.

\* Prefix \_\_\_\_\_ Legal name for tax purposes \_\_\_\_\_ \* Previously at Yale? No Yes  
\* First Name \_\_\_\_\_ If yes, list other names/aliases that you have used:  
Middle \_\_\_\_\_  
\* Last Name \_\_\_\_\_ Suffix \_\_\_\_\_

### U.S. Address

\* Line 1 \_\_\_\_\_  
Line 2 \_\_\_\_\_  
\* City \_\_\_\_\_ \* State \_\_\_\_\_ \* Zip Code \_\_\_\_\_  
Telephone \_\_\_\_\_

### Email Address

Email Address \_\_\_\_\_ Personal \_\_\_\_\_ Work \_\_\_\_\_

### Personal Information

\* Gender \_\_\_\_\_ \* Date of Birth \_\_\_\_\_ Marital Status \_\_\_\_\_

#### Race/Ethnicity

Hispanic or Latino No Yes

Race/Ethnicity I do not wish to answer

American Indian/Alaska Native Asian Black/African American Native Hawaiian or Other Pacific Islander White

\* Citizenship Status \_\_\_\_\_

\* Nationality U.S. Other If other, enter country: \_\_\_\_\_

#### Military Status (United States of America)

Active Wartime or Campaign Badge Veteran I am a protected veteran, but I choose not to self-identify the classifications to which I belong  
Armed Forces Service Medal Veteran I am NOT a protected veteran  
Disabled Veteran Recently Separated Veteran

#### For department use only:

Social Security Number\* or UPI (if returning to \_\_\_\_\_

Yale)  
Location (building name) \_\_\_\_\_

Mailstop (3-digit mail code) \_\_\_\_\_ Click for link to <https://your.yale.edu/administrative-services/traveling-transportation/moving-mail-logistics/p-o-box-codes>

Faculty Mentor or Principal  
Investigator name (if applicable) \_\_\_\_\_

\* To request a temp SS#, email: [employee.services@yale.edu](mailto:employee.services@yale.edu)

Please be sure to include the following information:

Name:

Date of Birth:

Reason for request:

Department:

Country of Citizenship:

If non-resident - the type of visa:

Position:

Length of time at Yale:

Will they be paid by Yale (regular salary, stipend): fellowship, or paid by Accounts Payable)?

Is this position required to be entered into Workday?