EMPLOYEE DEMOGRAPHIC DATA SHEET

TO: New EMU Employees

Welcome to Eastern Michigan University. We are pleased that you have joined the institution and wish you a successful time here.

As an institution that is required to provide regular reports on our workforce to State and Federal agencies, we ask that you review the following questions and provide a response if they apply.

Should you have any questions on any of the information requested, please contact the appropriate office:
     Staff Human Resources: (734) 487-3431
     Academic Human Resources: (734) 487-0076

Thank you for your assistance!

NAME:_____
               Last   **First**

JOB TITLE:_____ **DEPT.:**_____

RACE/ETHNICITY:

Are you Hispanic or Latino? Please check one.

☐ No, not Hispanic or Latino.
☐ Yes, Hispanic or Latino: a person of Cuban, Mexican, Chicano, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

What is your race? You may select one or more races.

☐ White: a person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
☐ Black or African American: a person having origins in any of the black racial groups of Africa.
☐ American Indian or Alaska Native: a person having origins in any of the original peoples of North America (including Central America), and who maintains tribal affiliation or community attachment.
☐ Asian: a person having origins in any of the original people of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
☐ Native Hawaiian or Other Pacific Islander: a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

SEX: ☐   Male   ☐   Female   **BIRTHDATE:** ___ ___/___ ___/___ ___ ___ ___

VETERAN STATUS: *(check all that apply)*
                    ☐   No Military Service
                    ☐   Vietnam Era Veteran—More than 180 days of active military service
                         (between the dates of 8/5/1964 and 5/7/1975)
                    ☐   Other Protected Veteran
                    ☐   Both Vietnam and Other Eligible Veteran
                    ☐   Other Protected Veteran
                    ☐   Special Disabled Veteran

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HANDICAP/DISABILITY STATUS:

Do you wish to identify yourself as a person with a disability as defined by the Americans With Disabilities Act? ☐ Yes ☐ No

Is there any reason you cannot perform all of the job functions for which you have been hired?
☐ Yes ☐ No

If yes, what are the accommodations you are requesting at this time to assist you in performing such functions?
_____
_____
_____

Have you made your supervisor aware of this request? ☐ Yes ☐ No

8/11/2009