



Employee Information

Personal Information

Full Name: _____
Last *First* *M.I.*

Preferred Name: _____ Gender: _____

Address: _____
Street Address *Apartment/Unit #*

City *State* *ZIP Code*

Primary Phone: _____ Email Address: _____

Birth Date: _____ Marital Status: _____

Spouse's Name: _____

Position being hired for: _____

Are you related to any employee at Adelphi? _____

If yes, please provide the employee(s) and relation to you: _____

Emergency Contact Information

Full Name: _____
Last *First* *M.I.*

Primary Phone: _____ Relationship: _____

Additional Information

The information requested below is to be given on a voluntary basis. It is compiled for required reporting purposes only and will not be utilized to make any employment decisions.

Please check off one or the other below:

Hispanic or Latino: _____ Not Hispanic or Latino: _____

In addition to the above, select one or more of the following racial categories to describe yourself:

American Indian or Alaska Native: _____ Asian: _____

Black or African American: _____ Native Hawaiian or Other Pacific Islander: _____

White: _____ Choose Not to Provide: _____

Please complete the below questions:

Are you a disabled veteran? _____

Are you a Vietnam Era Veteran (08/1964-05/1975)? _____ If yes, discharge date: _____

Are you legally eligible to work in the United States without VISA sponsorship? _____ Have you ever been convicted of a crime? _____

If yes, please give the date and describe the nature and circumstances of the crime:



I hereby state that the information provided by me in the entire application and interview process was true in all respects. I understand that during my employment if the information is found to be false in any respect, at any time, I will be subject to disciplinary action which may include, but not be limited to, dismissal. I hereby authorize my former employer(s) to release information pertaining to my employment record and my work performance.

I understand and agree that nothing in the employment application, the interview process, the process by which I am offered a position or any other actions involved with the employment process by and with Adelphi University, its employees or agents may be construed by me as a contract between Adelphi University and me and which both Adelphi University and I have signed.

Furthermore, I understand that my employment will be for no definite term and that either I or the University may terminate the employment relationship at any time, with or without cause, and with or without notice unless expressly prohibited by the terms of an applicable collective bargaining agreement.

Employee Signature: _____

Date: _____

ADELPHI UNIVERSITY DEPARTMENT OF PUBLIC SAFETY ANNUAL SECURITY REPORT

Adelphi University's annual security safety report includes statistics for the previous three years concerning reported crimes that occurred on campus; in certain off campus buildings or property owned or controlled by Adelphi University; and on public property within, or immediately adjacent to and accessible from campus. The Department of Education requires that the security report include institutional policies concerning campus safety, such as policies concerning alcohol and drug use, crime prevention, the reporting of crimes, hate crimes, sexual assault including Title IX, domestic violence, dating (intimate partner) violence, stalking, emergency operations plans including evacuation procedures, annual fire safety report and fire log, Amanda's Law and the Kerry Rose fire sprinkler notification act, missing student notification, timely and emergency notifications/warnings, and other matters. This report can be viewed or printed by accessing the Public Safety website at administration.adelphi.edu/publicsafety or may be obtained upon the request in the Office of Public Safety and Campus Transportation in Levermore Hall.

Adelphi University is an Equal Opportunity/Affirmative Action Employer.