

# ADDITIONAL EMPLOYEE PROCESSING INFORMATION

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_

Preferred First Name: (if different from above) \_\_\_\_\_

Telephone: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

## SECTION 1: DEMOGRAPHIC INFORMATION

Submission of personal demographic information is voluntary. Refusal will not subject you to any adverse treatment. See attached for category definitions.

|   |  |
|---|--|
| <p><b>Ethnicity</b></p> <p>Are you Hispanic or Latino? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If you have identified yourself as Hispanic or Latino, you are not required to select an additional race category below.</p>   | <p><b>Gender</b> <input type="checkbox"/> Male <input type="checkbox"/> Female</p>   |
| <p><b>Race</b></p> <p>Select one or more races to indicate what you consider yourself to be.</p> <p><input type="checkbox"/> Asian</p> <p><input type="checkbox"/> Black or African American</p> <p><input type="checkbox"/> American Indian or Alaska Native</p> <p><input type="checkbox"/> Native Hawaiian or Other Pacific Islander</p> <p><input type="checkbox"/> White</p> | <p><b>Veterans' Classification</b></p> <p><input type="checkbox"/> Not a Veteran</p> <p><input type="checkbox"/> Not a Protected Veteran</p> <p><input type="checkbox"/> Protected Veteran</p> <p><b>Optional Classification:</b></p> <p><input type="checkbox"/> Disabled Veteran</p> <p><input type="checkbox"/> Armed Forces Service Medal Veteran</p> <p><input type="checkbox"/> Active Duty Wartime/Campaign Badge Veteran</p> <p><input type="checkbox"/> Recently Separated Veteran (within 36 months from discharge)</p> <p>Date of Separation: _____</p> |
|   | <p><b>Marital Status</b> <input type="checkbox"/> Single <input type="checkbox"/> Married</p>  |

## SECTION 2: PREVIOUS STATE EMPLOYMENT/RETIREMENT

- Are you a retiree of the State of Florida?  Yes  No  
If yes, indicate date of retirement: \_\_\_\_\_
- Are you participating in the State of Florida's DROP retirement program?  Yes  No  
If yes, indicate DROP start and end dates: \_\_\_\_\_
- Are you currently employed by another Florida State agency?  Yes  No  
If yes, name of agency: \_\_\_\_\_
- Have you been employed by another Florida State agency in the last 12 months?  Yes  No  
If yes, name of agency: \_\_\_\_\_

**If you responded "yes" to any of the above questions, please contact Adrian Rowley at 850-474-2604 or Jeff Comeau at 850-474-2610 in Human Resources.**

## SECTION 3: EMERGENCY CONTACT

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Street: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

## SECTION 4: DEGREE INFORMATION

Highest Degree Earned: \_\_\_\_\_ Date Earned: \_\_\_\_\_ Institution: \_\_\_\_\_

# ADDITIONAL EMPLOYEE PROCESSING INFORMATION

## Ethnic/Race Categories

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

**American Indian or Alaska Native** - A person having origins in any of the original peoples of North and South America (including Central America), and who maintains a tribal affiliation or community attachment.

**Asian** - A person having origins in any of the original peoples 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.

**Black or African American** - A person having origins in any of the Black racial groups of Africa - includes Caribbean Islanders and other of African origin.

**Native Hawaiian or Other Pacific Islander** - A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

**White** - A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

## Veteran Categories

**Disabled Veteran** - (1) A veteran of the U.S. military, ground, naval or air service 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 Secretary of Veterans Affairs, or (2) A person who was discharged or released from active duty because of a service-connected disability.

**Armed Forces Service Medal Veteran** - Any veteran who, while serving on active duty in the U.S. military, ground, naval or air service, participated in a United States military operation for which an Armed Forces service medal was awarded pursuant to Executive Order 12985 (61 FR 1209, 3 CFR, 1996 Comp., p.159).

**Active Duty Wartime/Campaign Badge Veteran** - A veteran who served on active duty in the U.S. military, ground, naval or air service during a war or in a campaign or expedition for which a campaign badge has been authorized under the laws administered by the Department of Defense.

**Recently Separated Veteran** - A veteran during the three-year period beginning on the date of such veteran's discharge or release from active duty in the U.S. military, ground, naval or air service.