

# Employee Statistical Data Sheet



This form is used to gather important new employee demographic data to ensure compliance with relevant university, state, and federal policies. Data obtained with this form is kept confidential and secure and used to populate employee profile data in university information systems for payroll, training, and tax purposes.

**Legally Documented Sex** - The sex your legal documentation reflects such as your birth certificate and social security card. Used for medical insurance and compliance.

**Ethnicity** - The cultural and social categorization with which you most closely identify yourself.

**Race** - The categorization associated with biological and genealogical ancestry.

If you have a disability that requires an accommodation, please contact Human Resources at 936.294.1872.

A Texas state agency refers to any department, commission, council, board, committee, institution, legislative body, agency, government corporation, educational institution or official of the executive, legislative or judicial branch of Texas.

ERS - Employee Retirement System of Texas

TRS - Teacher's Retirement System of Texas

ORP - Optional Retirement Plan (available through Texas institution of higher education, junior college, or community college)

<b>Sam ID</b>	<b>Legal Name</b> – As it appears on your Social Security Card	<b>Date of Birth</b>
<input type="text"/>	<input type="text"/>	<input type="text"/>

<b>Phone</b>	<b>University Email</b>	<b>Hiring Department Name</b>
<input type="text"/>	<input type="text"/>	<input type="text"/>

## STATISTICAL DATA

<b>Citizenship Status</b>	<b>Legally Documented Sex</b>	<b>Ethnicity</b>
<input type="text"/>	<input type="text"/>	<input type="text"/>

**Race** – Mark all that apply

- |  |  |                                |
|--|--|--------------------------------|
| <input type="checkbox"/> African American or Black | <input type="checkbox"/> American Indian or Alaska Native    | <input type="checkbox"/> Asian |
| <input type="checkbox"/> Caucasian or White        | <input type="checkbox"/> Native Hawaiian or Pacific Islander |                                |

**Are you Hispanic or Latino?**      **Yes**      **No**

**Do you identify as a veteran?**      **Yes**      **No**

**If applicable, select your veteran's preference**

**Do you have a disability that requires an accommodations?**      **Yes**      **No**

## EMPLOYMENT DATA

**Do you have any prior service with SHSU or any other Texas state agency, including employment as a student worker?**      **Yes**      **No**

If yes, provide name of the entity(s) and approximate dates of employment

**Are you a retiree of a Texas state agency eligible for ERS / TRS / ORP benefits?**      **Yes**      **No**

If yes, select your retirement benefit

If yes, list the agency name and date of retire

**ERS**      **TRS**      **ORP**

**Do you have prior Texas Department of Criminal Justice or Texas law enforcement service?**      **Yes**      **No**

**Will you be employed at both SHSU and another Texas state agency, independent school district institution of higher education, junior college, or community college at the same time?**      **Yes**      **No**

If yes, provide name of the agency(s) or university(s)

## EMPLOYEE ATTESTATION

I hereby certify that the information I have provided above is true and complete to the best of my knowledge.