



# Employee Demographic Form

**SOCIAL SECURITY NUMBER** (required)

**BANNER ID** (if known)

**NAME AS IT APPEARS ON YOUR SOCIAL SECURITY CARD:**

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
First Name

\_\_\_\_\_  
Middle Name

Previous Name(s): \_\_\_\_\_

**DATE OF BIRTH:** \_\_\_\_\_  
MO DAY YEAR

**GENDER:**  Female  
 Male

**HANDICAP?:**  Yes  
(See definition on back)

**ADDRESS:** \_\_\_\_\_  
Street or Mailing Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

**HOME PHONE:** ( ) \_\_\_\_\_

**CELL PHONE:** ( ) \_\_\_\_\_

*\*The University of New Mexico is required by Federal law to request this information for statistical reporting purposes. Your response is voluntary.*

**VETERAN STATUS\*:** Are you a veteran?  Y  N Active duty separation date: \_\_\_\_\_  
MO DAY YEAR

Veteran category (See next page for list of qualifying operations, missions, and expeditions):

Vietnam-era veteran  Other protected veteran  Disabled veteran  Armed Forces Service Medal veteran

**RACE AND ETHNICITY\*** (See definitions on back):

Do you consider yourself to be Hispanic/Latino(a)?  Yes  No

In addition, 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 Pacific Islander  White

**EMERGENCY CONTACT INFORMATION:**

**Name:** \_\_\_\_\_  
Last Name, First Name

**Address:** \_\_\_\_\_  
Street or Mailing Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

**Phone:** ( ) \_\_\_\_\_

**Relationship Code:** \_\_\_\_\_ (See codes on back)

**RETIREMENT PLAN STATUS:** Have you ever contributed to the Education Retirement Plan?  Y  N

If yes, are you currently contributing?  Y  N Are you currently receiving benefits from PERA?  Y  N

**Degree Information (Faculty Only):** Please list highest degree(s) earned. Use the Common Degree Codes table listed below to fill out the Degree Earned field. If your degree is not listed below, write in the degree earned. Any other degrees are optional.

Institution Attended: \_\_\_\_\_ Degree Earned: \_\_\_\_\_ Graduation Date: \_\_\_\_\_

Institution Attended: \_\_\_\_\_ Degree Earned: \_\_\_\_\_ Graduation Date: \_\_\_\_\_

Institution Attended: \_\_\_\_\_ Degree Earned: \_\_\_\_\_ Graduation Date: \_\_\_\_\_

\_\_\_\_\_/\_\_\_\_\_  
*Employee's Signature* / *Date*

## Appendix: Definitions

### Definition of a Handicap

Any person who has a physical or mental impairment which substantially limits one or more of such person's major life activities; has a record of such an impairment; or is regarded as having such an impairment.

### Definitions of Racial 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) who maintains cultural identification through 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.

**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.

### Relationship Codes

| RELATIONSHIP CODES |                               |
|--------------------|-------------------------------|
| A                  | Ex-spouse                     |
| B                  | Brother                       |
| C                  | Child                         |
| F                  | Father                        |
| G                  | Grandparent                   |
| M                  | Mother                        |
| N                  | Neighbor                      |
| O                  | Relative                      |
| P                  | Spouse                        |
| R                  | Friend                        |
| S                  | Sister                        |
| U                  | Guardian                      |
| X                  | Significant Other/<br>Partner |

### Common Degree Codes

| Degree Code | Degree Code Description                            | Degree Code | Degree Code Description       |
|-------------|----------------------------------------------------|-------------|-------------------------------|
| AA          | Associate of Arts                                  | MPH         | Master of Public Health       |
| BA          | Bachelor of Arts                                   | MS          | Master of Science             |
| BS          | Bachelor of Science                                | PAC         | Physician Assistant-Certified |
| CERT        | Cert w/ 1-2 years to complete                      | PHARMD      | Doctor of Pharmacy            |
| CERT1       | One year certificate                               | PHD         | Doctor of Philosophy          |
| CERT2       | Two Year certificate                               |             |                               |
| DDS         | Doctor of Dental Surgery (XDDS)                    |             |                               |
| DO          | Doctor of Osteopathic Medicine (XDO)               |             |                               |
| EDD         | Doctor of Education                                |             |                               |
| JD          | Juris Doctor                                       |             |                               |
| MA          | Master of Arts                                     |             |                               |
| MD          | Doctor of Medicine (DM)                            |             |                               |
| MLIS        | Master of Library & Information<br>Science (XMLIS) |             |                               |
| MFA         | Master of Fine Arts                                |             |                               |

## Supplementary Veterans Reporting Form

UNM is required to report on veterans who are defined as “veterans who served on active duty during a war or in a campaign or expedition for which a campaign badge has been authorized”. This form should be completed if you answered “yes” to the veteran question on the UNM Demographic Form. Please review the list and check every campaign that applies to your veteran status. (Note this is the most current listing as provided by the Federal government; however the most recent campaigns or expeditions may not be included.

|       |            |       |
|-------|------------|-------|
| Name: | Banner ID: | Dept: |
|-------|------------|-------|

### Armed Forces:

|                                                                                                                                                                                                                                    |                                                                                                   |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Afghanistan (Operations Enduring Freedom(OEF) and Iraqi Freedom (OIF)) – OEF 9/11/01 to present; OIF 3/19/03 to present                                                                                   | <input type="checkbox"/> Lebanon – 7/1/58 to 11/1/58 and 6/1/83 to 12/1/87                        |
| <input type="checkbox"/> Berlin – 8/14/61 to 6/1/63                                                                                                                                                                                | <input type="checkbox"/> Mayaguez Operation – 5/15/75                                             |
| <input type="checkbox"/> Bosnia (Operations Joint Endeavor, Joint Guard, and Joint Forge) – 11/20/95 to 12/20/96; 12/20/96 to 6/20/98; 6/21/98 to present                                                                          | <input type="checkbox"/> Libyan Area (Operation El Dorado Canyon) – 4/12/86 to 4/17/86            |
| <input type="checkbox"/> Cambodia – 3/29/73 to 8/15/73                                                                                                                                                                             | <input type="checkbox"/> Panama (Operation Just Cause) – 12/20/89 to 1/31/90                      |
| <input type="checkbox"/> Cambodia Evacuation (Operation Eagle Pull) - 4/11/75 to 4/13/75                                                                                                                                           | <input type="checkbox"/> Persian Gulf (Operation Earnest Will) – 7/24/87 to 8/1/90                |
| <input type="checkbox"/> Congo – 7/14/60 to 9/1/62 and 11/23/64 to 11/27/64                                                                                                                                                        | <input type="checkbox"/> Persian Gulf (Operation Southern Watch) – 12/1/95 to present             |
| <input type="checkbox"/> Cuba – 10/24/62 to 6/1/63                                                                                                                                                                                 | <input type="checkbox"/> Persian Gulf (Operation Vigilant Sentinel) – 12/1/95 to 2/1/97           |
| <input type="checkbox"/> Dominican Republic – 4/28/65 to 9/21/66                                                                                                                                                                   | <input type="checkbox"/> Persian Gulf (Operation Desert Thunder) – 11/11/98 to 12/22/98           |
| <input type="checkbox"/> El Salvador – 1/1/81 to 2/1/92                                                                                                                                                                            | <input type="checkbox"/> Persian Gulf (Operation Desert Fox) – 12/16/98 to 12/22/98               |
| <input type="checkbox"/> Global War on Terrorism– 9/11/01 to present                                                                                                                                                               | <input type="checkbox"/> Persian Gulf Intercept Operation – 12/1/95 to present                    |
| <input type="checkbox"/> Grenada (Operation Urgent Fury) – 10/23/83 to 11/21/83                                                                                                                                                    | <input type="checkbox"/> Quemoy and Matsu Islands – 8/23/58 to 6/1/63                             |
| <input type="checkbox"/> Haiti (Operation Uphold Democracy) – 9/16/94 to 3/31/95                                                                                                                                                   | <input type="checkbox"/> Somalia (Operations Restore Hope and United Shield) – 12/5/92 to 3/31/95 |
| <input type="checkbox"/> Iraq (Operations Northern Watch and Desert Spring, Enduring Freedom (OEF), and Iraqi Freedom (OIF)) – 1/1/97 to present; 12/31/98 to 12/31/02 (projected); OEF 9/11/01 to present; OIF 3/19/03 to present | <input type="checkbox"/> Taiwan Straits – 8/23/58 to 1/1/59                                       |
| <input type="checkbox"/> Korea – 10/1/66 to 6/30/74                                                                                                                                                                                | <input type="checkbox"/> Thailand – 5/16/62 to 8/10/62                                            |
| <input type="checkbox"/> Kosovo – 3/24/99 to present                                                                                                                                                                               | <input type="checkbox"/> Vietnam Evacuation (Operation Frequent Wind) – 4/29/75 to 4/30/75        |
| <input type="checkbox"/> Laos – 4/19/61 to 10/7/62                                                                                                                                                                                 | <input type="checkbox"/> Vietnam (including Thailand) – 7/1/58 to 7/3/65                          |

### Navy and Marine Corps:

|                                                                             |                                                                                |
|-----------------------------------------------------------------------------|--------------------------------------------------------------------------------|
| <input type="checkbox"/> Cuba – 1/3/61 to 10/23/62                          | <input type="checkbox"/> Libyan Area – 1/20/86 to 6/27/86                      |
| <input type="checkbox"/> Indian Ocean/Iran – 11/21/79 to 10/20/81           | <input type="checkbox"/> Panama – 4/1/80 to 12/19/86 and 2/1/90 to 6/13/90     |
| <input type="checkbox"/> Iranian/Yemen/Indian Ocean – 12/8/78 to 6/6/79     | <input type="checkbox"/> Persian Gulf – 2/1/87 to 7/23/87                      |
| <input type="checkbox"/> Lebanon – 8/20/82 to 5/31/83                       | <input type="checkbox"/> Rwanda (Operation Distant Runner) – 4/7/94 to 4/18/94 |
| <input type="checkbox"/> Liberia (Operation Sharp Edge) – 8/5/90 to 2/21/91 | <input type="checkbox"/> Thailand – 5/16/62 to 8/10/62                         |

### Other Campaigns:

|                                                                                                                |                                                                                                                                |
|----------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Army Occupation of Austria – 5/9/45 to 7/27/55                                        | <input type="checkbox"/> Kosovo Campaign Medal (Task Force Hawk) – 4/5/99 to 6/24/99                                           |
| <input type="checkbox"/> Army Occupation of Berlin – 5/9/45 to 10/2/90                                         | <input type="checkbox"/> Kosovo Campaign Medal (Task Force Saber) – 3/31/99 to 7/8/99                                          |
| <input type="checkbox"/> Army Occupation of Germany (exclusive of Berlin) – 5/9/45 to 5/5/55                   | <input type="checkbox"/> Kosovo Campaign Medal (Task Force Falcon) – 6/11/99 to (date to be determined)                        |
| <input type="checkbox"/> Army Occupation of Japan – 9/3/45 to 4/27/52                                          | <input type="checkbox"/> Kosovo Campaign Medal (Task Force Hunter) – 4/1/99 to 11/1/99                                         |
| <input type="checkbox"/> Chinese Service Medal (extended) – 9/2/45 to 4/1/57                                   | <input type="checkbox"/> Navy Occupation of Austria – 5/8/45 to 10/25/54                                                       |
| <input type="checkbox"/> Korean Defense Service Medal – 7/28/57 to (date to be determined)                     | <input type="checkbox"/> Navy Occupation of Trieste – 5/8/45 to 10/25/54                                                       |
| <input type="checkbox"/> Korean Service – 6/27/50 to 7/27/54                                                   | <input type="checkbox"/> Southwest Asia Service Medal (SWASM) (Operations Desert Shield and Desert Storm) – 8/2/90 to 11/30/95 |
| <input type="checkbox"/> Kosovo Campaign Medal (Operation Allied Force) – 3/24/99 to 6/10/99                   | <input type="checkbox"/> Units of the Sixth Fleet (Navy) – 5/9/45 to 10/25/55                                                  |
| <input type="checkbox"/> Kosovo Campaign Medal (Operation Joint Guardian) – 6/11/99 to (date to be determined) | <input type="checkbox"/> Vietnam Service Medal (VSM) – 7/4/65 to 3/28/73                                                       |
| <input type="checkbox"/> Kosovo Campaign Medal (Operation Allied Harbor) – 4/4/99 to 9/1/99                    | <input type="checkbox"/> Rwanda (Operation Distant Runner) – 4/7/94 to 4/18/94                                                 |
| <input type="checkbox"/> Kosovo Campaign Medal (Operation Sustain Hope/Shining Hope) – 4/4/99 to 7/10/99       | <input type="checkbox"/> Thailand – 5/16/62 to 8/10/62                                                                         |
| <input type="checkbox"/> Kosovo Campaign Medal (Operation Noble Anvil) – 3/24/99 to 7/20/99                    |                                                                                                                                |

Please Return with Employee Demographic Form

\_\_\_\_\_/\_\_\_\_\_  
Signature Date