



A Member of The Texas A&M University System

**Texas A&M International University
Office of Human Resources**

If appointment is accepted, please provide the following information so that HR may begin preparations for an email account, office location, phone extension, etc.

Accurate information is essential. The information entered below should be taken directly from the employee's Social Security Card and also from the employee's driver license or passport. ***Please print legibly.***

SOCIAL SECURITY NUMBER: _____

LAST NAME: _____

FIRST NAME: _____

MIDDLE INITIAL: _____

SUFFIX: _____

(Jr., Sr., II, III, etc).

BIRTH DATE: _____
month day year

GENDER: Female Male

CURRENT EMAIL ADDRESS: _____

**INFO TO BE COMPLETED BY
ACADEMIC COLLEGE/DEPARTMENT**

Academic Dept: _____

Office Location: _____

Phone Extension: _____

ADLOC #: _____