



HR Use Only ID # _____ Status: <input type="checkbox"/> FT <input type="checkbox"/> PT <input type="checkbox"/> Call-in <input type="checkbox"/> Temp Employment Date: _____ Position: _____
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VOLUNTARY EMPLOYEE SELF-IDENTIFICATION FORM

In an effort to comply with requirements regarding government recordkeeping, reporting, and other legal obligations associated with E.O. 11246 and the Vietnam Era Readjustment Assistance Act of 1974, we invite you to complete this self-identification data form.

Providing this information is strictly voluntary. Failure to provide information will not subject you to any adverse personnel decision or action. Your cooperation is appreciated.

The information obtained will be kept in strict confidence, except that (a) necessary management and supervisory personnel may be informed in order to ensure proper placement and to accommodate a disability or disability that you have identified, (b) first aid and safety personnel may be informed when and to the extent appropriate, if the condition might require emergency treatment, and (c) government officials investigating Affirmative Action Program compliance.

PLEASE CHECK ALL APPROPRIATE BOXES BELOW FOR EACH OF THE FOLLOWING CATEGORIES. Ethnicity, race and protected veteran definitions are provided on the back of this page.

Legal Name: First _____ Middle _____ Last _____

Optional EEOC Questions

Wittenberg receives requests from the federal government and various agencies, accreditation bodies, associations, and other groups to share the ethnic and racial makeup of our employees and students. In order to respond to these requests, we ask that you answer the following optional questions.

Ethnicity:

- Hispanic or Latino Not Hispanic or Latino

Race – please select one or more:

- | | |
|---|--|
| <input type="checkbox"/> American Indian or Alaska Native | <input type="checkbox"/> Asian |
| <input type="checkbox"/> Black or African American | <input type="checkbox"/> Native Hawaiian or Pacific Islander |
| <input type="checkbox"/> White | <input type="checkbox"/> Two or more races |
| <input type="checkbox"/> Do not wish to identify | |

If two or more races, please specify: _____

Sex/Gender:

- Male Female Other _____ Do not wish to identify

Protected Veteran Categories:

- | | |
|---|--|
| <input type="checkbox"/> Disabled Veteran | <input type="checkbox"/> Other Protected Veteran |
| <input type="checkbox"/> Recently Separated Veteran | <input type="checkbox"/> Armed Forces Services Medal Veteran |
| <input type="checkbox"/> I am not a protected veteran | <input type="checkbox"/> I am a protected veteran but I do not want to identify the classification in which I belong |
| <input type="checkbox"/> Do not wish to identify | |

Request for Accommodations:

- I am requesting an accommodation to assist in performing the essential functions of the job.*

Definitions

Race & Ethnicity Category Descriptions (per the EEOC: <https://www.eeoc.gov/federal-sector/reports/appendix-i-glossary-definitions-0>)

- American Indian/Alaskan Native - All persons having origins in any of the original peoples of North and South America (including Central America), and who maintain cultural identification through tribal affiliation or community recognition.
- Asian Americans- All persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- Black (Not of Hispanic Origin) - All persons having origins in any of the Black racial groups of Africa.
- Hispanic or Latino - All persons of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
- Native Hawaiian/Other Pacific Islander All persons having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- White (Not of Hispanic Origin) - All persons having origins in any of the original peoples of Europe, the Middle East, or North Africa.
- Persons of Two or More Races All persons who identify with two or more of the above race categories.

Protected Veteran Category Descriptions (per www.dol.gov)

- Disabled Veteran: A veteran who served on active duty in the U.S. military and is entitled to disability compensation (or who but for the receipt of military retired pay would be entitled to disability compensation) under laws administered by the Secretary of Veterans Affairs, or was discharged or released from active duty because of a service-connected disability
- Other Protected Veteran: A veteran who served on active duty in the U.S. military during a war, or in a campaign or expedition for which a campaign badge was authorized under the laws administered by the Department of Defense.
- Recently Separated Veteran: A veteran separated during the three-year period beginning on the date of the veteran's discharge or release from active duty in the U.S. military.
- Armed Forces Service Medal Veteran: A veteran who, while serving on active duty in the U.S. military, participated in a U.S. military operation that received an Armed Forces service medal.

***If you checked yes, to this question, HR will reach out to you to discuss accommodations.**