

**Winthrop University**  
New Hire Information

|   |       |  |      |
|---|-------|--|------|
| Employee Name:  |       |  |      |
| Title   | First | Middle   | Last |
| Preferred First Name:   |       |  |      |
| Department:   |       | Position Title:  |      |
| Social Security #:  |       | Phone #:   |      |
| Home Address:   |       | Email Address:   |      |
| Date of Birth:  |       | Marital Status: <input type="checkbox"/> Married <input type="checkbox"/> Single |      |
| Do you consider yourself to be Hispanic or Latino? (Check <b>only one</b> )   |       |  |      |
| <input type="checkbox"/> Yes, I am Hispanic or Latino<br><input type="checkbox"/> No, I am not Hispanic or Latino   |       |  |      |
| Select <b>one or more</b> of the following racial categories to describe yourself:  |       |  |      |
| <input type="checkbox"/> American Indian / Alaskan Native<br><input type="checkbox"/> Asian<br><input type="checkbox"/> Black / African American<br><input type="checkbox"/> Native Hawaiian / Other Pacific Islander<br><input type="checkbox"/> White   |       |  |      |
| <b>Emergency Contact Information</b>  |       |  |      |
| Name:   |       | Relationship to Employee:  |      |
| Phone #s:   Home (   )   -   Work (   )   -   Cell (   )   -  |       |  |      |
| <b>Other Information</b>  |       |  |      |
| Are you currently (or have you ever been) employed with another South Carolina state employer or other employer who participates in the South Carolina Retirement Systems? Please indicate the name of the employer and the dates worked:   |       |  |      |
| Are you currently receiving retirement benefits from the state of South Carolina?<br><input type="checkbox"/> Yes <input type="checkbox"/> No   |       |  |      |
| Are you a current participant in the SCRS Teacher and Employee Retention Incentive (TERI) program?<br><input type="checkbox"/> Yes <input type="checkbox"/> No   What date did your participation in TERI begin? _____<br><i>South Carolina state employees who entered the Teacher and Employee Retention Incentive (TERI) plan with the South Carolina Retirement System prior to July 1, 2005 are not subject to the same contribution rate as other SCRS members or retirees.</i> |       |  |      |
| <b>Education</b>  |       |  |      |
| Select the level of your <b>HIGHEST</b> education or degree:<br><input type="checkbox"/> High School/GED <input type="checkbox"/> College <input type="checkbox"/> Graduate School  |       |  |      |
| Name of institution attended:   |       |  |      |
| Degree earned or # years completed:   |       | Year graduated:  |      |