



University of Alaska Applicant Form

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For Office Use Only	
REQ #:	_____
PCN:	_____

A resume, vitae, or University of Alaska Resume Form must accompany this application. A separate Applicant Form is required for each position for which you apply. Please type or print in ink.

Job Title Applied For: _____ REQ #: _____

Department: _____ PCN: _____

Name (Last, First, MI): _____ SSN (optional): _____

Employee ID: _____ Email: _____ Telephone Number: _____

Mailing Address: _____
Number and Street City State Zip + 4 (9 digits)

Do you have a legal right to accept employment in the U.S.? Yes No

How did you learn of this job? _____

Have you ever had an association with the University of Alaska before?

Check all that apply:

- Applicant Date(s) _____
- Student Date(s) _____
- Employee Date(s) _____
- Contractor Date(s) _____

Other names you have used at the University of Alaska:

Have you attached a resume, vitae, or University of Alaska resume form? Yes No

Have you ever been convicted of a felony? Yes No

Have you been convicted of a misdemeanor in the last five years? Yes No

Do you presently have charges pending against you for a felony or misdemeanor? Yes No

If you answered "yes" to any of the 3 questions above, please explain below:

Applicant Certification (Please read and sign below.)

The University of Alaska is subject to the Alaska Public Records Act, AS 40.25.110. Your application for employment, and other documents concerning you, may be subject to public disclosure under state law.

I certify that all information provided in this application and any attachments is true. I understand any false statement made herein is sufficient reason for rejection of my application or termination of subsequent employment.

I authorize the University of Alaska, or entities it may employ, to investigate all statements made in this application or attachments; to contact any of my former employers, educational institutions, or any other person or organization that may have information relevant to my employment; to obtain records concerning my past work, character, education, or military background; to obtain a "consumer report" and/or "investigative consumer report" as defined by the Fair Credit Reporting Act; to obtain driving records; to obtain any records pertaining to prior felony or misdemeanor convictions or pending felony or misdemeanor charges. I authorize that such contact or investigation may occur at any time before or during employment. I understand that I may be required to sign separate consent forms for this purpose.

I understand that no offer of salary or benefits is final until approved by the University's Human Resource Office and appropriate university officials.

Applicant signature: _____ Date: _____

If you require an accommodation to participate in the interview or the testing program, please contact the campus human resource office.

The University of Alaska is an Affirmative Action/Equal Employment Opportunity employer and educational institution. Applications from all persons are welcome. Women, minorities, veterans, and people with disabilities are encouraged to apply.



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It is the policy of the University to refrain from employment discrimination and to take affirmative action to realize equal employment opportunity for women, minorities, disabled persons, and Vietnam era veterans. The information you provide will be kept confidential and will in no way affect your application as completion of this information is voluntary.

Job Title Applied For: _____ Date: _____

Name (Last, First, MI): _____

Gender: Male Female Date Of Birth: _____

Are you a U.S. citizen? Yes No

What ethnicity do you consider yourself: (Please check one)			
<input type="checkbox"/> Alaska Aleut-All (AA)	<input type="checkbox"/> Alaska Indian-Athabaskan (AT)	<input type="checkbox"/> Alaska Indian-Tsimshian (AM)	<input type="checkbox"/> Asian/Pacific Islander (PI)
<input type="checkbox"/> Alaska Eskimo-Inupiaq (AQ)	<input type="checkbox"/> Alaska Indian-Haida (AH)	<input type="checkbox"/> Alaska Native-Other/Unspec (AN)	<input type="checkbox"/> Black-Non Hispanic (BL)
<input type="checkbox"/> Alaska Eskimo-Other/Unspec (AE)	<input type="checkbox"/> Alaska Indian-Other/Unspec (AI)	<input type="checkbox"/> Alaska Native-Southeast (AS)	<input type="checkbox"/> Hispanic (HI)
<input type="checkbox"/> Alaska Eskimo-Yupik (AY)	<input type="checkbox"/> Alaska Indian-Tlingit (AK)	<input type="checkbox"/> American Indian (IN)	<input type="checkbox"/> White-Non Hispanic (WH)

U.S. Veteran Status

What is your veteran status? (Please read descriptions 1 and 2 below and select one U.S. Veteran status)

None Other Protected Veteran Only Vietnam Veteran Only Both Vietnam/Other Protected Veteran

1. Other Protected Veteran means a veteran who served on active duty in the U.S. military, ground, naval, or air service during a war or in a campaign or expedition for which a campaign badge has been authorized, other than special disabled veterans or veterans of the Vietnam era. To identify the campaigns or expeditions that meeting criterion, contact the Office of Personnel Management (OPM) and ask for the OPM VETS Guide, Appendix A. A local OPM telephone number may be found in the telephone book under Federal Government or consult Directory Assistance for your area code for the nearest OPM location. For those with Internet access, the information required to make this determination also is available at <http://www.opm.gov/veterans/html/vgmedal2.asp>.

2. Veteran of the Vietnam Era means a veteran who: (i) served on active duty in the U.S. military, ground, naval, or air service for a period of more than 180 days, and who was discharged or released therefrom with other than a dishonorable discharge, if any part of such active duty was performed: (A) in the Republic of Vietnam between February 28, 1961 and May 7, 1975; or (B) between August 5, 1964, and May 7, 1975, in all other cases; or (ii) was discharged or released from active duty in the U.S. military, ground, naval, or air service for a service-connected disability if any part of such active duty was performed (A) in the Republic of Vietnam between February 28, 1961, and May 7, 1975; or (B) between August 5, 1964, and May 7, 1975, in any other location.

Are you a Special Disabled Veteran? Yes No

Special Disabled Veteran means (i) a veteran of the U.S. military, ground, naval, or air service who is entitled to compensation (or who but for the receipt of military retired pay would be entitled to compensation) under laws administered by the Department of Veterans' Affairs for a disability (A) rated at 30 percent or more, or (B) rated at 10 or 20 percent in the case of a veteran who has been determined under Section 38 U.S.C. 3106 to have a serious employment handicap or (ii) A person who was discharged or released from active duty because of a service-connected 4. disability.

Date of Separation: _____

Newly Separated Veteran means any veteran who served on active duty in the U.S. military, ground, naval, or air service during the one-year period beginning on the date of such veteran's discharge or release from active duty. If the date of discharge was within the last two years, write the discharge (separation) date on the **Date of Separation** line above.

Do you have a physical, mental, or other health condition that has lasted for 6 or more months and which limits the kind or amount of work you can do at a job? Yes No

Do you have a physical, sensory, or mental impairment which substantially limits one or more life activities (e.g. walking, seeing, hearing, breathing, or learning)? Yes No

Applications from all persons are welcomed; women, members of minority groups, disabled persons, and Vietnam era veterans are especially encouraged to apply. The University of Alaska does not discriminate on the basis of race, color, national origin, religion, sex, age, disability, or status as a Vietnam era veteran in employment or in admissions to the operation of educational programs and activities, as proscribed by Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Executive Order 11246 as amended, the Rehabilitation Act of 1973, the Vietnam Era Readjustment Assistance Act of 1974, the Age Discrimination Acts of 1974-1975, Americans with Disabilities Act of 1990, AS 18.80.220 and AS 14.40.050. Inquiries concerning the application of these regulations to the University may be directed to the regional human resource offices at the phone numbers listed below; or to the Director, Office of Federal Contract Compliance Programs, Department of Labor, or to the Equal Employment Opportunity Commission.

World Wide Web: <http://www.alaska.edu/hr/jobs/>