SHIPPENSBURG UNIVERSITY

Office of Social Equity ▪ 1871Old Main Drive, Room 200 ▪ Shippensburg, PA 17257 ▪ www.ship.edu ▪
(717) 477-1161

Form D: Confidential Pre-Employment Inquiry Form

The information provided herein is very important. Please return this form with your application, but enclosed in a sealed, envelope **addressed to Office of Social Equity**, or fax the form directly to (717) 477-4001. This information will be used to monitor the success of our recruitment efforts. Your participation is voluntary; information will be kept confidential in the Office of Social Equity, and refusal to participate will not subject you to any adverse treatment.

Name: _____
(Please Print) Last First Middle Initial

Title or position applied for: _____ Date: _____

How did you learn of this vacancy?

Chronicle of Higher Education	Newspaper	Shippensburg University Employee
Website	Patriot News	Shippensburg University Website
Paper Edition	Public Opinion	o Web Other _____
Diverse	Sentinel	o Word of Mouth _____
HigherEdJobs.com	Other not listed _____	oOther not listed _____
Hispanic Outlook		

Gender/Race-Ethnicity (Check One)

White Male
White Female
Hispanic Male
Hispanic Female
Other: _____

Black Male
Black Female
American Indian or Alaskan Native Male
American Indian or Alaskan Native Female

Asian or Pacific Islander Male
Asian or Pacific Islander Female

Do you have physical or mental disability?
Please describe: _____

Attention Veterans: To request Pennsylvania veteran's preference, you must indicate your eligibility below and return this form. As noted above, completion of the gender/race-ethnic information is voluntary.

Are you a Veteran?	Yes		No	Are you a Disabled Veteran?	Yes	No
Are you eligible for veteran's preference?	Yes	No	Unknown	Are you the spouse of decreased or disabled veteran?	Yes	No

DEFINITIONS

Veterans' preference: The Pennsylvania Veterans Preference Act creates a preference in Commonwealth appointments for any honorably discharged person who served in the armed forces of the United States, or any women's organization connected with those forces, since July 27, 1953. To confirm eligibility for consideration under this act, prior to appointment, you must provide a copy of the discharge document, DD214.

Shippensburg University
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Shippensburg, PA 17257-2299

Shippensburg University is committed to a policy of affirmative action. Shippensburg University assures an equal opportunity to all persons without regard to race, color, religion, creed, disability, ancestry, national origin, age or gender in accordance with state and federal laws, including Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendment of 1972, and Section 504 of the Rehabilitation act of 1973.

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