UNIVERSITY OF CALIFORNIA
Agriculture and Natural Resources

Pre-Hire Form

Applicant: After accepting the job offer, please complete the Pre-Hire Form and upload the document into the secure BOX folder. Do not send the form back via email as the form contains personally identifiable information.

Human Resources	
ServiceNow Case:	**HR Business Partner:**

Personal Information		
*All fields are required. Please note: Lived Name is used to populate and display downstream systems.		
Legal Name: (First)	(Middle)	(Last)
Lived Name: (First)	(Middle)	(Last)
Home Address: Applicant must use a physical address, not a P.O. Box. California address preferred.		

(Street)	(City)	(State)	(Zip)

Personal Email:	Home Phone:	Cell Phone:
Date of Birth:	**SSN/Tax ID#:**	

Educational Information	
(Required for Academic appointments only)	
Highest Degree Earned:	**Degree conferral date or expected:**

Prior UC Employment	
(Required for current or former UC employees)	
Prior UC Location/Campus:	**Department:**

Verification	
I attest under penalty of perjury that to the best of my knowledge the information provided is true and correct.	
Applicant Signature:	**Date:**

Submit Form