

**CANDIDATE INFORMATION WORKSHEET**  
**(TO BE COMPLETED BY THE CANDIDATE)**

FULL NAME (include full middle name): \_\_\_\_\_  
 DATE OF BIRTH (DD-MMM-YYYY): \_\_\_\_\_ FULL SOCIAL SECURITY NUMBER: \_\_\_\_\_  
 PLACE OF BIRTH (City & State): \_\_\_\_\_ (County) \_\_\_\_\_

COMPLETE HOME ADDRESS: (Street) \_\_\_\_\_  
 (City) \_\_\_\_\_ (County) \_\_\_\_\_  
 (State and Zip Code) \_\_\_\_\_

SPOUSE'S FULL NAME (include full middle name): \_\_\_\_\_

CHILDRENS' FULL NAMES (include full middle name): *Only list children who will be living with you full-time*  
 \_\_\_\_\_ GENDER: \_\_\_\_\_ DOB: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

MODE OF TRAVEL TO USAFA (car, plane, etc.): \_\_\_\_\_ IF BY CAR, NUMBER OF VEHICLES: \_\_\_\_\_

DATE EXPECTED TO DEPART HOME: \_\_\_\_\_ DATE EXPECTED TO ARRIVE AT USAFA: \_\_\_\_\_

HAVE YOU EVER BEEN ON A USAFA FACULTY ASSIGNMENT BEFORE? YES NO

IF YES, PROVIDE DATES OF EACH ASSIGNMENT: FROM \_\_\_\_\_ TO \_\_\_\_\_

NAME OF YOUR UNIVERSITY, ORGANIZATION, OR GOVERNMENT AGENCY: \_\_\_\_\_

YOUR BUSINESS ADDRESS: (Street) \_\_\_\_\_  
 (City) \_\_\_\_\_ (County) \_\_\_\_\_  
 (State and Zip Code) \_\_\_\_\_

CURRENT POSITION (title): \_\_\_\_\_  
 NAME OF DEPARTMENT/SECTION: \_\_\_\_\_ OFFICE PHONE #: \_\_\_\_\_  
 DATE YOU BEGAN EMPLOYMENT: \_\_\_\_\_

NAME OF IMMEDIATE SUPERVISOR: \_\_\_\_\_  
 TITLE: \_\_\_\_\_

NAME, PHONE NUMBER, AND E-MAIL ADDRESS OF INSTITUTIONAL OFFICIAL ABLE TO SUPPLY ACCURATE SALARY AND BENEFIT INFORMATION: \_\_\_\_\_

ARE YOU A U.S. CITIZEN? YES NO  
 ARE YOU A FEDERAL EMPLOYEE? YES (GS/AD grade: \_\_\_\_\_) NO  
 ARE YOU A STATE/LOCAL EMPLOYEE? YES (years employed: \_\_\_\_\_) NO  
 WOULD YOUR CURRENT MEDICAL COVERAGE REQUIRE A HIGHER PREMIUM FOR OUT-OF-STATE COVERAGE WHILE AT THE ACADEMY? \_\_\_\_\_

EXACT PERIOD OF PROPOSED USAFA ASSIGNMENT (DD-MMM-YYYY):  
 FROM \_\_\_\_\_ TO \_\_\_\_\_

I WISH TO (choose one): Move my household goods to USAFA and live in Academy housing at fair market rental rate (if housing is available)  
 Reside off the Academy in the local area

EMAIL ADDRESS: \_\_\_\_\_

***This document contains CONTROLLED UNCLASSIFIED INFORMATION (CUI) information which must be protected under the Freedom of Information Act (5 U.S.C. 552) and/or the Privacy Act of 1974 (5 U.S.C. 552a). Unauthorized disclosure or misuse of this PERSONAL INFORMATION may result in disciplinary action, criminal and/or civil penalties.***

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