



COMMUNITY COLLEGE
OF RHODE ISLAND

Office of Human Resources

**INTERN/INTERPRETER/NON EMPLOYEE
INFORMATION FORM FOR BANNER ACCESS**

PART I - To be completed by the Intern/Interpreter/Non Employee

Please check: Intern
 Interpreter
 Non Employee (*please explain your affiliation with CCRI*) _____

Social Security #: _____ **Date of Birth:** _____

Name: _____ **Maiden Name:** _____

Address: _____ **Gender:** M / F

City, State, Zip: _____ **Phone:** _____
Listed Unlisted

Ethnicity: White Black/African American Hispanic/Latino Asian
 American Indian/Alaskan Native Native Hawaiian/Other Pacific Islander

I attest, under penalty of perjury, that I am (check one of the following):

- A citizen or national of the United States
- A Lawful Permanent Resident (Alien #) A _____
- An alien authorized to work until: _____
(Alien # or Admission #) _____

I have completed the additional forms (located at http://www.ccri.edu/hr/part_time/EmploymentForms.html)

- Pre-Employment Background Consent (*not applicable to Year-Up or STEM Plus Teachers*)
- BCI Questionnaire (*not applicable to Year-Up or STEM Plus Teachers*)
- Campus Domain Account Application (if access is needed to the domain account/email account)
- Policy Acknowledgement Form (*not applicable to Year-Up, STEM Plus Teachers, or ProEd Consultants*)
- Online Harassment Training (*not applicable to Year-Up, STEM Plus Teachers, or ProEd Consultants*)

Signature: _____ **Date:** _____

PART II – To be completed by the Department Chair or Supervisor

Department Budget Organization Number: _____

Period of Service: _____

Chair/Supervisor Signature: _____ **Date:** _____

**Please send signed forms to Robin Donnelly, CCRI Human Resources, 400 East Avenue, Warwick, RI 02886.
HR will hand deliver the Campus Domain Account Application to IT. HR Questions: 401-825-2311**