

## Postdoctoral Scholar Personal Information Form

### APPOINTMENT DETAILS

Supervisor First Name	Supervisor Last Name	
Supervisor Email	Supervisor Job Title	
Faculty / Unit	Department	Institute (if applicable)
Start Date (mm/dd/yyyy)	End Date (mm/dd/yyyy)	Do you plan to work from within Alberta?
		Yes                      No

### POSTDOCTORAL SCHOLAR PERSONAL INFORMATION

Postdoc First Name	Postdoc Middle Name (if applicable)	Postdoc Last Name
Date of Birth (mm/dd/yyyy)	PhD Completion Date (mm/dd/yyyy)	UCID (if known)
Country of Residence	Immigration Status	

### CONTACT INFORMATION

Apartment or Unit Number	Street Name and Number		
City	Province or State	Postal or Zip Code	Country
Email Address	Phone Number		

### REQUIRED HIRING DOCUMENTS

Please read the **Postdoc Eligibility Guidelines**, then submit all required hiring documents to [postdoc@ucalgary.ca](mailto:postdoc@ucalgary.ca):

Curriculum Vitae

Doctoral Degree Completion Verification - diploma certificate, transcripts, completion letter from institute (in English)

Permanent Resident Card (if applicable) - front and back

**International Postdocs must also submit:**

Passport Biographical Page

Current Work Permit or Study Permit (if applicable)

**Social Insurance Number (SIN):**

- Do not send SIN information with your documents
- You will receive a secure link from [DoNotReply@ucalgary.ca](mailto:DoNotReply@ucalgary.ca) to submit your SIN once your hire is finalized
- International postdocs will be issued a SIN after arrival in Canada

*This information is collected under the authority of Freedom of Information and Protection of Privacy Act. It is required to process the hire and to facilitate the administration of payroll and benefits (if applicable). If you have questions about the collection or use of this information, please contact UService at 403.210.9300.*