



### Personnel/Payroll Enrolment Form for Graduate Research Assistants and Teaching Assistants

#### Personal Information

<b>Surname:</b>		<b>Given Names:</b>	
<b>Date of Birth</b> ( <i>dd/mm/year</i> ):		<b>Program and Start Date:</b>	
<b>Student Number:</b> <i>See letter of offer from SGS</i>		<b>Already a member of UofT's payroll:</b> Y <input type="checkbox"/> N <input type="checkbox"/>	
<b>Personnel Number</b> ( <i>see paystub</i> ):			
Status in Canada			
<b>Canadian Citizen:</b> <input type="checkbox"/> <b>Permanent Resident:</b> <input type="checkbox"/> <b>International Student:</b> <input type="checkbox"/> <b>Country of Citizenship:</b>			
<b>Social Insurance Number:</b> _____		<i>(Int'l students will need to obtain at a later date.)</i>	
<b>Study Permit # (if known):</b> _____		<i>(May submit by the end of Sept.; or end of Jan. for Jan registrants)</i>	
<b>Personal Tax Credits Return (both Ontario and Federal):</b> Yes <input type="checkbox"/> No* <input type="checkbox"/>			
*Already an employee of UofT and there is no change in my personal tax credits <input type="checkbox"/>			

#### Current Address/Contact

<b>Street Address:</b>		<b>Apt. Number:</b>	
<b>City:</b>	<b>Province:</b> Ontario	<b>Postal Code:</b>	
<b>Telephone:</b>		<b>E-mail Address:</b>	

#### Home or Permanent Address/Contact

<b>Street Address:</b>		<b>Apt. Number:</b>	
<b>City:</b>	<b>Province:</b>	<b>Country:</b>	
<b>Postal Code:</b>		<b>Telephone:</b>	

#### Next of Kin

<b>Name, Address, Telephone, Relationship of Next of Kin:</b>

#### Bank Details

<b>Attached a VOID cheque or account statement from the bank</b> <input type="checkbox"/> <b>(student number must be indicated on the back of the cheque)</b>
<i>International students may forward their void cheque by the end of Sept.; or end of Jan. for Jan registrants.</i>

The above information is correct.

**Student's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

*For office use only:*

**Personnel Number:** \_\_\_\_\_

**Entered by:** \_\_\_\_\_

**Date:** \_\_\_\_\_