Appendix D: Graduate Division Biography Form for Non-Student Tutor (2510) or Reader (2500)
OFFICE OF GRADUATE STUDIES  
Biography Form for Non-Student Tutor (2510) or Reader (2500)  

This form must be submitted with the exception request and approved before employment begins.

**Personal Data**

**Name:**  
Last     First     Middle  

**Home Address**  
Street  
City, State, Zip  
E-mail  

**Phone:**  

**Date of Birth:**  
Sex:   
M  F  

**Are you a citizen or permanent resident of the U.S.?**  
U. S. Citizen  Permanent Resident  

If not, what type of visa do you have?  

**Work permit end date:**  

**Person to be contacted in case of emergency:**  
Name  
Street  
City, State, Zip  
Phone:  
Email:  

**Education**

If you attended UCSD, give last quarter of registration and date of degree:  

**STOP :** If you have not completed all degree requirements, you may not be eligible for this non-student employment. Contact the department immediately to discuss your situation. If the person indicates this exception can still be submitted for approval, provide their name:  

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<th>Institution of highest degree</th>
<th>Location of the Institution</th>
<th>Degrees or Certificates</th>
<th>Dates of Attendance</th>
<th>Subject or Field</th>
<th>Date Received</th>
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Signature  
Date