Always Innovating

South Texas ISD

RIO GRANDE VALLEY | GRADES 6-12

7001 E. EXPRESSWAY 83, MERCEDES, TX 78570
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STISD.NET

DIRECTIONS (Please type or print legibly) ☐ FACULTY ☐ STAFF

Full Name_____ Employee ID _____

Department _____ Position _____

CHANGE OF NAME (This change requires verification of name as printed on the original Social Security Card.)

Former name _____
Last name First name Middle name

New name _____
Last name First name Middle name

CHANGE OF ADDRESS ..... ☐ Public ☐ Private

Old Address _____ Apartment number _____

City_____ State_____ Zip Code _____

New Address_____ Apartment number _____

City_____ State _____ Zip Code _____

CHANGE OF MARITAL STATUS ..... ☐ Public ☐ Private

☐ Married ☐ Single Spouse _____

CHANGE OF TELEPHONE NUMBER ..... ☐ Public ☐ Private

Old Phone Number ( ) _____

New: Primary Number ( ) _____ Secondary Number ( ) _____

CHANGE OF EMERGENCY INFORMATION ..... ☐ Public ☐ Private

New contact person _____ Relationship _____

Home Phone ( ) _____ Cell Phone ( ) _____

Address _____ Apartment number _____

City_____ State _____ Zip Code _____

EMPLOYEE'S VERIFICATION

I understand that any changes will supersede the information currently on file with the Human Resources Department and that unless indicated, 'PRIVATE,' my address, phone number, and personal information will be public information.

_____ _____ _____
Employee's Printed Name *Employee's Signature* *Date*

South Texas ISD prohibits discrimination, including harassment, against any employee on the basis of race, color, religion, gender, national origin, age, disability, or any other basis prohibited by law.

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