EMORY CARD APPLICATION

FOR VISITING INTERNATIONAL SCHOLARS WHO WILL NOT RECEIVE AN EMORY CARD THROUGH THE HUMAN RESOURCES ORIENTATION

Visiting Scholars who will not be compensated by Emory University and who therefore will not be entered into the Human Resource Database System require this form to be completed in order to receive an Emory Card. Scholars who are eligible for university benefits will have a Human Resources orientation and will apply for their Emory Card at that orientation.

Submit this form to International Student and Scholar Programs (ISSP) for verification. ISSP will deliver the information to the Emory Card Office. Allow 24 hours for processing before sending the scholar to the Emory Card Office, located on the 2nd floor of the Dobbs University Center (DUC), Room 270.

PLEASE TYPE OR PRINT CLEARLY:

1. **___Mr. ___Ms.**
2. **NAME: _____**
   Last Name First Name Middle Initital
3. **SOCIAL SECURITY NUMBER (if available):_____**
4. **VISA TYPE:_____ Purpose at Emory:_____**
5. **LOCAL ADDRESS OR HOSTING DEPARTMENT'S ADDRESS:**

   _____

   _____
6. **DATE OF BIRTH: _____**
   MONTH / DAY / YEAR
7. **START DATE:_____ TO _____**
   MONTH / DAY / YEAR MONTH / DAY / YEAR
8. **DEPARTMENT NAME / CODE:_____**
9. **DEPARTMENT CONTACT PERSON:_____**
10. **DEPARTMENT CONTACT'S PHONE:_____**
11. **BUILDING LOCATION:_____**

FAX this form to the attention of Joan Lindsey at ISSP 404-727-0830.