

Affiliate Information Form

Each affiliate (student, volunteer, etc) who accesses ARS IT equipment or who needs unescorted access within a federal facility requires a security background check and LincPass. Anyone who uses IT equipment will also need to take the IT Security Awareness training and test.

For all affiliates, please complete the following information and submit to terri.gureno@ars.usda.gov.

First Name: _____ Middle Initial _____ Last Name _____

Email Address _____

Type of Affiliate:

Undergraduate	If student:
Graduate	University Attending _____
ORISE	Year in School _____
Foreign National	Major of Study _____
Volunteer	
Visiting Researcher	
Retired Collaborator	
Other:	

If student, provide brief description of job duties:

ARS Supervisor for affiliate: _____

Agreement Number (or UW TO#) if applicable (RSA, NACA or ORISE agreement funding the position)

Account Code: _____ Project # _____ National Program #: _____

Anticipated Start Date: _____

Anticipated End Date: _____

Building and Room Number where affiliate will primarily work: _____

Will affiliate be accessing a computer?: YES NO

 If yes, do you need a new computer setup? (this will take up to two weeks) YES NO

Will the affiliate need building access?: YES NO

 If yes, include 1st six numbers on back of student's UW ID or indicate 'no UW ID': _____

Full access (24/7)

6 am - 8 pm, Monday - Friday

Will the affiliate need driving privileges?: _____