**CHLA ID Number Request Form**

Applicant should complete this form and email to*:* [tecpad@chla.usc.edu](mailto:tecpad@chla.usc.edu). Please submit as a Word document, not a PDF. Thank you.

**INFORMATION MUST BE TYPED**

|  |  |
| --- | --- |
| Today’s Date: | Name (First Middle Last): |
| Social Security Number (SSN) or National ID Number\*: | |
| Start Date (mm/dd/yyyy): | End Date (mm/dd/yyyy)\*\*: |
| Birthdate (mm/dd/yyyy): | Gender (Male/Female/Non-Binary): |
| Email Address: | Reports To (name of supervising principal investigator): |

\*If you would prefer to not include your SSN in the emailed form, please contact the TECPAD office at [tecpad@chla.usc.edu](mailto:tecpad@chla.usc.edu) to schedule a phone call to provide your SSN. If providing a National ID Number (from your home country), please also attach a photocopy of the passport and photocopy of the National ID Card, with text clearly legible.

\*\*End date cannot exceed 12 months after last TB test

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| **For Office Use Only. Do not complete information below this line.** | | |
| HR/Dept ID # Name:  9361003 - TSRI Research Training-CWR | | Supervisor’s Name:  Keara Reilly |
| Department/Division: | | |
| ☐ 002064  Research Observer  (less than 30 days) | Only conducts bench research or analyzing data. Not allowed to interact with human research subjects such as for the purpose of a survey study. | |
| ☐ 002065  Research Observer  (more than 30 days) | Only conducts bench research or analyzing data and are here for 30 days or more. Not allowed to interact with human research subjects such as for the purpose of a survey study. | |
| ☐ 002096 USC Grad Student (CWR) | USC Graduate Student | |

Note to System Notification:

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