Affiliate Data Collection Form

1. Affiliate Information

UID or SSN:				
Last Name:	First Name:		Middle Name:	

Suffix Name (circle one): II III IV V Jr. Sr. None

Birth Date:

Citizenship/Visa Status (check one):
☐ Citizen of U.S.   ☐ Permanent Resident

2. Affiliation & Sponsor Information

Sponsoring Unit:

Sponsor's Name (Tenured, Tenure Track or Exempt Regular):

Affiliate Action (check one):
☐ New
☐ Renew

Affiliate Type & Services to be assigned (select one type below and services as appropriate):

☐ **Basic Affiliate:**

☐ No Services
☐ Directory ID

☐ **Regular Affiliate:**

☐ Directory ID
☐ OIT Email (mail@umd.edu)
☐ OIT Calendar
☐ Voice/Data Services
☐ Publish Affiliate in Directories
☐ Parking Permit
Services below require ID Card
☐ Campus Recreation Services
☐ Library Services
☐ Campus Building Access
☐ Residential Facilities Bldg Access

☐ **UMCP Retiree Affiliate:**

☐ Directory ID
☐ OIT Email (mail@umd.edu)
☐ Parking Permit
☐ Campus Recreation Services
☐ Library Services
☐ Campus Building Access
☐ Residential Facilities Bldg Access

Retiree ID Card Privileges do not require Dean/VP approval

☐ **Research Affiliate (only sponsored through VPR Division):**

☐ Directory ID
☐ OIT Email (mail@umd.edu)
☐ OIT Calendar
☐ Voice/Data Services
☐ Publish Affiliate in Directories
☐ Parking Permit
Services below require ID Card
☐ Campus Recreation Services
☐ Library Services
☐ Campus Building Access
☐ Residential Facilities Bldg Access

Purpose of Affiliation:
☐ Researcher
☐ Retiree
☐ Vendor
☐ Volunteer
☐ Other _____

Organization:

Justification for ID Card Services:

3. Address Information

Primary Email Address:

Business/Office Address:

Phone:

By my signature, I approve the Affiliate and ID Card Services selected above:

_____   _____
Dean or Vice President Signature   Dean or Vice President PRINTED Name   Date

Instructions for Completing UMD Affiliate Data Collection Form

Section 1: Social security numbers are required by UMD

Section 2:

Sponsoring Unit: VPR

Affiliate Type: Use the fourth column, "Research Affiliate" and check one or all of the following boxes: Parking Permit, Campus Recreation Services, or Library Services

[Non-UMD] Organization: American Center for Physics

Purpose of Affiliation: Researcher

Justification for ID Card Services: "To access the library for research"

Section 3: You can use your society e-mail address and the ACP address in this section

Once you have filled out the form, email it to: acpservices@aip.org

When you are approved and in the system, ACP will be notified by UMD and will let you know. You will then need to establish a directory ID and password. Please go to: http://identity.umd.edu/id/newuser for the steps on how to establish a directory ID and password.

March 2022