

## Early Care and Education - Training Records Information System Information Form

### PERSONAL INFORMATION

BIRTHDATE: \_\_\_\_/\_\_\_\_/\_\_\_\_      Last 4 digits of SS# \_\_\_\_\_

*These are required to create your unique id in ECE-TRIS.*

FIRST NAME: \_\_\_\_\_ M.I.: \_\_\_\_\_ LAST NAME: \_\_\_\_\_

**PERSONAL MAILING ADDRESS:** \_\_\_\_\_

COUNTY: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

**PERSONAL EMAIL:** \_\_\_\_\_ @ \_\_\_\_\_  
(this is where your login information email will be sent)

HOME PHONE: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ CELL PHONE: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

**GENDER:**     Male     Female

**ETHNICITY:**  Hispanic/Latino     Non-Hispanic/Latino

**RACE:**  African American  
 American Indian or Alaskan Native  
 Asian

Caucasian (White)  
 Native Hawaiian or Pacific Islander  
 Other \_\_\_\_\_ (please specify)

What is your Primary Language? \_\_\_\_\_ Secondary Language? \_\_\_\_\_  
(Ex. English, Spanish, German, French, Chinese, Japanese, Korean, Arabic, Serbo-Croatian, Vietnamese, Sign Language)

JOB TITLE: \_\_\_\_\_

### EMPLOYER INFORMATION AREA

***Specify Work Site/School/Program - NOT the Central Office or School System - in Employer Name Area  
No Abbreviations Please***

Employer Name: \_\_\_\_\_

**Please Circle:** Licensed, Certified Home, Registered Provider, Head Start, Preschool, Agency/Organization

**LICENSE #:** \_\_\_\_\_ (if applicable)      **HIRE DATE:** \_\_\_\_ - \_\_\_\_ - \_\_\_\_ (Month – Day – Year)

**SITE ADDRESS:** \_\_\_\_\_

COUNTY: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

PHONE: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ FAX: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ DIRECTOR: \_\_\_\_\_

**Please send completed form to:**

**ECE-TRIS, University Training Consortium, Eastern Kentucky University,  
521 Lancaster Ave., 133 Stratton Bldg., Richmond, KY 40475 or FAX: (859)622-6838**

**DO NOT SEND via EMAIL**

**P: (859)622-8811 or Toll Free (877)312-TRIS [W: https://tris.eku.edu/ece/](https://tris.eku.edu/ece/)**