

Office for Equity and Diversity
UW Madison, Wisconsin 53706
(608) 263-2378
(608) 263-5562 Fax
website: <http://www.oed.wisc.edu>

Dear Applicant:

I would like to request your assistance with our efforts to provide equal access and equal employment opportunity. Please complete the Affirmative Action/Equal Employment Opportunity ("AA/EEO") Data Questionnaire, found on <http://www.oed.wisc.edu> website under **forms, data questionnaire** (AADQ).

As a recipient of federal contracts, the University of Wisconsin-Madison is required by law to request data from applicants for employment in order to monitor our recruitment and selection practices. Submission of the information requested on this web-based questionnaire is entirely voluntary. The information you provide will be used to meet the university's data collection and reporting responsibilities, and to assess the effectiveness of our AA/EEO recruitment and selection efforts. The information will be kept confidential and will not be considered as part of the hiring criteria. Moreover, you will not be excluded from consideration if you decline to provide this information.

Federal and state laws require the University to request specific data elements only. The Affirmative Action/Equal Employment Opportunity Data Questionnaire you have received, requests that you voluntarily provide information addressing these specific data elements and not all categories protected against discrimination by law or policy. The University can not ask for additional information related to other dimensions of diversity of our applicants (i.e. age, disability, type of disability, etc.) Should you wish to disclose additional information or request a disability accommodation, please contact our office at the address indicated below.

Thank you for your cooperation. If you have any questions or concerns about how your data will be used, you are welcome to contact Bonnie Sundal, at: (608) 262-2012 or (608) 263-2378, by email bsundal@vc.wisc.edu. Please email the form to Bonnie Sundal's email address.

Thank you,

Bonnie Sundal
EEO Program Specialist
Office for Equity and Diversity