



Personnel Policies for Lincoln University

The guiding principle for these policies is *The Rules and Regulation of Lincoln University • Chapter I University Governance: Structure and Functions • Chapter VI Administration and Finance • Chapter VIII University Employment • HRSHB 5.17*

Effective August 13, 2009

Letter from the President


Social Security Number

Rules and Regulations


Employees covered by this policy

This policy applies to all Faculty, Staff and Hourly employees at LU and applicants of positions.


Adjunct Handbook

 Print using your browser's print function.

Faculty Handbook

 Print using your browser's print function.

Staff Handbook

 Print using your browser's print function.

Policy

Given that social security numbers are highly confidential and legally protected, Lincoln University shall protect the privacy and legal rights of its employees including potential employees by the institutionalization of safeguards on the collection and use of social security numbers. To this end, the university will work diligently toward the disuse of social security numbers as common identifiers, except where required for employment, financial aid, and other legal transactions. When the social security number is required or requested, a disclosure statement will be provided in compliance with the Federal Privacy Act of 1974, the Family Education Rights and Privacy Act (FERPA), and other applicable federal and state laws.

• UHRS •

University Human Resource Services
Revised July 9, 2009