



Don't Ask It!

Illegal Subject Matter	Sample Illegal Questions	Appropriate Question
Birthplace, ancestry or national origin	<p>How long has your family been in the U.S.?</p> <p>That's an unusual name—what does it mean?</p> <p>How did you learn to speak Chinese?</p>	Are you eligible to work in the U.S.?
Marital status, children or pregnancy	<p>Are you planning to have children?</p> <p>What does your husband/wife do?</p> <p>What are your child care arrangements?</p>	<p>Would you be able to work a 9:00 a.m. to 6:00 p.m. schedule? <i>(If asked of all applicants and a specific work schedule is a business necessity)</i></p>
Physical disability, health or medical history	<p>Do you have any pre-existing health conditions?</p> <p>Are you on any medication?</p>	<p>Can you perform the essential functions of the job, with or without reasonable accommodation? <i>(If asked of all applicants)</i></p>
Religion or religious days observed	<p>What is your religious affiliation?</p> <p>What religious holidays do you celebrate?</p> <p>Do you attend church every week?</p>	<p>Can you work on weekends? <i>(If asked of all applicants, and weekend work is a business necessity)</i></p>
Age	<p>How old are you?</p> <p>What year were you born?</p> <p>I went to high school in Charlotte, too—what year did you graduate?</p>	Are you over the age of 18?
Criminal Records	<p>Have you ever been arrested?</p> <p>Have you ever spent a night in jail?</p> <p>Have you ever been caught driving drunk?</p>	Have you ever been convicted of a crime?

Other illegal questions:

Was your military discharge honorable or dishonorable?
Have you ever brought a lawsuit against an employer?
Have you ever filed for Workers' Compensation?
Have you ever been sexually harassed?
How much do you weigh?
Do you use drugs or alcohol?

If you have additional questions or need clarification on the types of questions that should not be asked, please contact the Division of Human Resources at hr@ncat.edu or 336-334-7862. You may also reference *Sample Interview Questions SHRA EHRA NF* for additional resources in assisting you and your committee in formulating interview questions.