

UNIVERSITY OF NORTHERN COLORADO—PERSONNEL/PAYROLL DEPARTMENT

Department Requesting Background Check _____

Employee Type: Faculty____ Exempt/Admin____ Classified____ Univ Aide____ Tech/Prof____

DISCLOSURE

THE POSITION FOR WHICH YOU ARE A FINALIST REQUIRES A BACKGROUND/SECURITY CHECK BY THE UNC POLICE DEPARTMENT.

PLEASE LIST BELOW:

1. THE DATE, CHARGES AND DISPOSITION FOR EACH CONVICTION, GUILTY PLEA OR PLEA OF NOLO CONTENDRE ON A MISDEMEANOR (other than traffic offenses) OR FELONY CONVICTION OR ALCOHOL-RELATED TRAFFIC VIOLATION.
2. THE DATE AND CHARGES FOR ANY SUCH COUNTS THAT ARE CURRENTLY PENDING.

PLEASE USE THE BACK OF THIS SHEET IF MORE ROOM IS REQUIRED TO ANSWER IN FULL.

THE INFORMATION DISCLOSED ON THIS FORM WILL BE USED ONLY TO EVALUATE SUITABILITY FOR EMPLOYMENT.

PRINT NAME (first, middle, last) _____ TODAY'S DATE _____

DATE OF BIRTH _____ SOCIAL SECURITY NUMBER _____

CURRENT ADDRESS _____ CURRENT TELEPHONE NUMBER _____

DRIVER'S LICENSE NUMBER _____ STATE ISSUING DRIVER'S LICENSE _____

PLEASE INCLUDE A COPY OF APPLICANT'S CURRENT DRIVER'S LICENSE

WAIVER

I have made application for employment with the University of Northern Colorado and desire that they be informed as to my previous record and character. I hereby authorize UNC and the UNC Police Department to investigate my past record and to ascertain any and all information which may concern my record and character, whether that information is of record or not. I release my present and past employers, references, and all other persons offering information from any charge because of furnishing reference information, unless the information is false.

Signature _____ Date _____

Name (print)