



University of Findlay®

- Full time
- Part time
- Adjunct

DEPARTMENT: _____

Please provide the following information to assist the University in conducting background checks. (PLEASE PRINT)

LAST NAME _____ FIRST _____ MIDDLE _____

SOCIAL SECURITY NUMBER _____ DATE OF BIRTH _____

DRIVERS LICENSE NUMBER _____ STATE ISSUED _____

ADDRESS NUMBER & STREET _____ CITY _____

STATE _____ ZIP CODE _____ EMAIL ADDRESS _____

TELEPHONE #1 _____ TELEPHONE #2 _____

LENGTH OF TIME AT PRESENT ADDRESS _____

PREVIOUS ADDRESS _____

NOTIFY IN CASE OF EMERGENCY _____

ADDRESS _____ TELEPHONE _____

Will you now or in the future require sponsorship for employment visa status (e.g. H-1B visa status)?

- Yes
- No

Have you been charged with or convicted of a crime within the last five years? Yes No

If yes, describe the circumstances of your conviction, including the date, nature, and place of the offense and disposition of the case. _____

It is the policy of The University of Findlay to employ personnel strictly on the basis of an individual's qualifications. Selections are made without regard to race, color, sex, religion, national origin, age, or physical or mental handicap.

I hereby certify that the statements contained in any correspondence with the University as well as my vita are true and understand misrepresentation or omission of facts called for is cause for refusal of employment or immediate dismissal of employment. I agree to a thorough investigation of my background, which may be made and used, relative to my employment status. I hereby authorize my former employers and any other persons or organizations to provide any information they have about my employment and background, and I release all concerned from any liability in connection therewith. If employment is offered, I understand I must comply with all rules and regulations set forth and communicated to employees by the University.

Signature _____ Date _____

SS Verification _____ Driving Record Review _____ Criminal History Review _____

Results _____ Background check spreadsheet _____