



Background Check Authorization

An Equal Opportunity/Affirmative Action Employer

Texas A&M University-Commerce does not discriminate on any basis prohibited by applicable law including race, color, sex, religion, national origin, age, disability, genetic information, sexual orientation, gender identity or expression, citizenship status, or veteran's status in recruitment, employment, promotion, compensation, benefits or training. The information on this form is the property of Texas A&M University-Commerce.

With few exceptions, you have the right to request, receive, review and correct information about yourself using this form.

Human Resources

TO BE COMPLETED BY THE APPLICANT / EMPLOYEE

Last Name: First name: MI:

Present Address: City: State: ZIP:

Race: Sex: Date of Birth: Social Security Number:

Human Resources may obtain my background information, including criminal history record, Selective Service registration and degree verification at any time during my application process and/or employment. I understand this information will be used only for evaluation for employment or continued employment at Texas A&M University-Commerce.

I hereby authorize the Texas Department of Public Safety or any other entity authorized to access state or federal agency records to furnish Texas A&M University-Commerce, or its agent, my background records. I do hereby release all agents, servants, and employees of Texas A&M University-Commerce, the person in charge of any law enforcement agency or department and all members of such law enforcement agency or department from all liability resulting from the release of this information.

The following are my responses to questions about my criminal history, if any. (Exclude minor traffic offenses punishable only by fine.)

1. Have you ever been convicted or pled guilty before a court for any federal, state or municipal criminal offense?

Yes No If yes, please provide details below. Attach extra pages if needed:

State: County: Date of Offense (MM/DD/YY):

Details:

2. Have you ever received deferred adjudication or similar disposition for any federal, state or municipal criminal offense?

Yes No If yes, please provide details below. Attach extra pages if needed:

State: County: Date of Offense (MM/DD/YY):

Details:

3. Have you ever received pretrial diversion or similar disposition for any federal, state or municipal criminal offense?

Yes No If yes, please provide details below. Attach extra pages if needed:

State: County: Date of Offense (MM/DD/YY):

Details:

4. Have you ever received probation or community supervision for any federal, state or municipal criminal offense?

Yes No If yes, please provide details below. Attach extra pages if needed:

State: County: Date of Offense (MM/DD/YY):

Details:

5. Have you ever been convicted of any criminal offense in a country outside the jurisdiction of the United States?

Yes No If yes, please provide details below. Attach extra pages if needed:

State: County: Date of Offense (MM/DD/YY):

Details:

6. As of the date of the consent form, do you have any pending charges against you?

Yes No If yes, please provide details below. Attach extra pages if needed:

State: County: Date of Arrest (MM/DD/YY):

Details:

I acknowledge that a facsimile or copy of this document shall have the same validity, force and effort as the original.

System Regulation 33.99.14 addresses the operation of criminal history background checks within the A&M System, including appeal procedures.

I hereby certify that all information provided by me on this form is true, complete, and correct. **I understand that any false statements made herein may void my application for employment, be grounds for termination of my current employment and affect my eligibility for future A&M System employment.**

Applicant / Employee Signature: Date:

Job Title:

Department:

Please indicate employment type:

Faculty Staff Student Worker Adjunct GA Temporary Worker