

Background Verification Authorization Release Form



In conjunction with my application for employment at the State University of New York, College at Plattsburgh, hereafter "employer", I hereby authorize the employer to conduct a pre-employment background investigation pursuant to the Fair Credit Reporting Act (FCRA) which may include, but not be limited to, a social security number, criminal conviction, and credential verification. The employer does not solicit personal credit or medical information. Information about TalentWise's privacy practices is available at www.talentwise.com/privacy.html

I am aware that I have the right under the FCRA to request and receive information on any report received by the employer in conjunction with my application for employment.

I authorize and request all courts and law enforcement agencies to release information without restriction or qualification.

I hereby release the employer, their respective officers, employees and agents from any liability and responsibility arising from preparation of the above described background check, investigation or report, and any resulting outcome or consequences.

Employer will treat any information received as a result of this authorization as confidential and it will only be made available to personnel with a legitimate need to know.

Name Date of Birth

Other Names You Have Used E-mail Address*

Current Address

List all Counties and States in which you have resided

(Signature) Date

Note: Submitting an incomplete or illegible form may delay the background check results and the official appointment date.

*You may receive an email from our background verification company, TalentWise, in which you will be asked to provide information. Please respond promptly so that there is no delay in processing your application or employment. If you do not use email or prefer not to use this method to allow SUNY Plattsburgh to obtain the background verification, please contact Human Resource Services at 518-564-5062 to make other arrangements.