



CRIMINAL BACKGROUND CHECK DISCLOSURE STATEMENT

In connection with your employment application or your actual employment, **Instructional Connections** or its affiliates (the "Company") may obtain a "criminal background report" and/or an "investigative criminal background report" about you for employment purposes. The information contained in such criminal background reports may be used by the Company for employment purposes, such as hiring you. If you are hired by the Company, the information in a criminal background report and/or investigative criminal background report may be used for other employment purposes, such as promotion, retention, and termination.

A "criminal background report" may contain the following types of information about you: criminal history including felony filings, misdemeanor filings, and motor vehicle records, etc. An "investigative criminal background report" is broader and seeks information that bears on your character, general reputation, personal characteristics, or mode of living that is compiled through the use of personal interviews with references, employers, neighbors, friends, associates, etc. in order to be used for employment purposes. You have a right to request disclosure of the nature and scope of the reports.

If the Company obtains a criminal background report or an investigative criminal background report about you, and if the Company considers any information when making an employment decision that directly and adversely affects you, you will be provided with a copy of the applicable reports before the decision is finalized.

AUTHORIZATION TO OBTAIN CRIMINAL BACKGROUND REPORTS

I authorize the Company to obtain criminal background reports and/or investigative criminal background reports for the pre-employment background investigation, and, if I am hired, at any time during my employment. I understand that these reports might include, but are not limited to, a search of my criminal background, reference checks, driving record checks, and verification of my identification and Social Security Number. I agree that this Disclosure/Authorization, in original or copy form, is valid for all current and future criminal background reports.

I understand that the Company may use such criminal background reports for employment purposes, including, but not limited to, hiring, promotion, retention, and termination.

Signature: _____

Date: _____

Full Name (Printed): _____

Other Names Used (i.e. Maiden Name) _____

Social Security #: _____

Date of Birth: _____

Address: _____

City, State & Zip _____ , _____

Home Phone: _____

Alternate Phone: _____

Email Address: _____