Texas A&M University-Corpus Christi

Criminal Background Check Authorization

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

_____	_____	_____
Job Title	Department	Date of Hire

An Equal Opportunity/Affirmative Action Employer

Texas A&M University-Corpus Christi does not discriminate on any basis prohibited by applicable law including race, color, religion, sex, national origin, disability, age, 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-Corpus Christi.

To be completed by the applicant/employee:

Provide all information requested and deliver or fax this form to Human Resources at (361) 825-5871.

_____	_____	_____
Last Name	First Name	Middle Initial

_____	_____	_____	_____
Address: Number and Street	City	State	Zip Code

_____	_____	_____	_____	_____
Race	Sex	Date of Birth	Driver's License Number	Issuing State

Texas A&M University-Corpus Christi may obtain 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 with Texas A&M University-Corpus Christi.

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-Corpus Christi, or its agent, my background records. I do hereby release all agents, servants, and employees of Texas A&M University-Corpus Christi, 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 by fine.)

1. Have you ever been <u>convicted or pled guilty</u> before a court for any federal, state or municipal criminal offense? ___ Yes ___No
2. Have you ever received <u>deferred adjudication or similar disposition</u> for any federal, state or municipal offense? ___ Yes ___No
3. Have you ever received <u>pretrial diversion or similar disposition</u> for any federal, state or municipal offense?___ Yes ___No
4. Have you ever received <u>probation or community supervision</u> for any federal, state or municipal offense?___ Yes ___No
5. Have you been convicted of any <u>criminal offense in a country outside the jurisdiction</u> of the United States?___ Yes ___No
6. As of the date of this consent form, do you have any <u>pending charges against you</u>?___ Yes ___No

If you answered yes to any of these questions, please provide details below. Attach extra pages if needed.

State_____ County:_____ Date of Offense:_____
(MM/DD/YY)

Details of Offense: _____

State_____ County:_____ Date of Offense:_____
(MM/DD/YY)

Details of Offense: _____

Please list all places of residence since the age of 18. Include City, State, County and Country. Attach extra pages if needed.

_____

_____

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

System Regulation 33.99.01 addresses the operation of criminal history background checks within the A&M System, including appeal procedures.
The Texas A&M University System regulations require that an employee must report to his/her supervisor any criminal arrests, criminal charges, or criminal convictions, excluding misdemeanor traffic offenses punishable only by fine, within 24 hours or at the earliest possible opportunity. Failure to report shall constitute grounds for disciplinary action, up to and including termination. The employee's supervisor must report the arrest(s), criminal charge(s), or conviction(s) to both the head of the department/unit and the Human Resources Office. If you have questions, please contact Human Resources at (361) 825-2630.

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 Texas A&M University-Corpus Christi employment.**

_____	_____
Applicant/Employee Signature	Date