SOUTHEASTERN BACKGROUND CHECK AUTHORIZATION FORM NOTICE TO ALL APPLICANTS FOR EMPLOYMENT

To be completed by the department prior to sending out to the applicant						
Departi	ment					
Position Title						
Position Number		Job Requisition Number				
Please Note: Answering yes to any of the following questions does not automatically disqualify any applicant.						
□Yes □No	No Do you possess a valid driver's license?		Driver's License Number			
□Yes □No	Do yo	u possess a valid commercial driver's license?	State Issued By			
∏Yes ∏No	Have	vou ever been fired from a job or resigned to avoid	Issue Date			

		dismissal?	Expiration Date
□Yes [ΠNo	Have you ever been on probation or sentenced to jail/prison as a result of a felony conviction or guilty plea?	Class/Endorsements
			Social Security Number

READ THE FOLLOWING STATEMENTS CAREFULLY BEFORE SIGNING THIS AUTHORIZATION

Expiration Date Class/Endorsements

I authorize Southeastern Louisiana University or its designees to investigate all statements contained in this authorization. I also authorize and request any and all of my former employers and any other person, firm, or corporation to furnish any and all information requested by Southeastern Louisiana University or its designees concerning my job performance, suitability for employment, educational verification, social security number verification, prior employment verification, professional license verification, motor vehicle driving records, criminal history, job qualifications, and personal background, and I hereby release each such employer or other person, firm, or corporation from any liability by reason of furnishing the requested information. In addition, if I should become employed by Southeastern, I expressly authorize Southeastern Louisiana University to release information about my job performance, job qualifications, and suitability for employment to any person who may request such information, and I expressly release Southeastern from any liability for disclosing such information.

I understand that any misrepresentation or omission of fact contained in this authorization is cause for rejection or immediate dismissal if I should become employed. Finally, I understand that the completion of this employment authorization does not indicate that there are positions available and does not obligate the University to offer me a position if positions are available.

All offers of employment are conditional, subject to satisfactory results of background investigation, reference checks, pre-employment alcohol and drug tests, and production of documents sufficient to demonstrate identity and authorization to work.

Institutional Disclosures as Required by Title 34, Section 668.45 – Security Policy and Crime Statistics

Southeastern Louisiana University's Annual Security Report includes statistics for the previous three years concerning reported crimes that occurred on campus; in certain off-campus buildings owned or controlled by Southeastern Louisiana University; and on public property within or immediately adjacent to and accessible from campus. The report also includes institutional policies concerning campus security, such as policies concerning alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, and other matters. You can obtain a copy of this report by contacting the Director of University Police, Mr. Mike Prescott, or by accessing the following website: http://www.selu.edu/police/

> Information Concerning Your Employment in a Job Not Covered by Social Security; If, Based on Your Appointment, You Are Eligible to Enroll in a Retirement Plan

Your earnings from this job are not covered under Social Security. When you retire, or if you become disabled, you may receive a pension based on earnings from this job. If you do, and you are also entitled to a benefit from Social Security based on either your own work or the work of your husband or wife, or former husband or wife, your pension may affect the amount of the Social Security benefit you receive. Your Medicare benefits, however, will not be affected. Under the Social Security law, there are two ways your Social Security benefit amount may be affected: Windfall Elimination Provision (WEP) and Government Pension Offset (GPO)

For more information: Social Security publications and additional information, including information about exceptions to each provision, are available at www.socialsecurity.gov. You may also call toll free 1-800-772-1213, or, for the deaf or hard of hearing, call the TTY number 1-800-325-0778, or contact your local Social Security office.

Print Name

Signature