

FORT VALLEY STATE UNIVERSITY

Office of Human Resources

**BACKGROUND INVESTIGATION**

As allowed by the Georgia General Assembly and pursuant to O.C.G.A. 35-3-34, Fort Valley State University reserves the right to conduct a Background Investigation of all prospective employees. Understanding this, I hereby authorize Fort Valley State University to obtain and receive any criminal history records or information, which may be in the files of any state or local Criminal Justice Agency. It is understood that a conviction will not necessarily disqualify me from the job applied for. I hereby release any person(s) or organization, their employees, agents, and officials, from any and all liability for damages of whatever kind of nature on account of compliance, or any attempts to comply, with this authority for release of information.

**CLEARLY PRINT ALL INFORMATION**

Last Name:	Address:
First Name:	City/State/Zip:
Middle Name:	Social Security Number:
Maiden Name:	Date of Birth:
Drivers License Number:	State of Issuance:
Race: <input type="checkbox"/> African American <input type="checkbox"/> Caucasian <input type="checkbox"/> Native American <input type="checkbox"/> Hispanic <input type="checkbox"/> Asian	Sex (Check one): <input type="checkbox"/> Male <input type="checkbox"/> Female
List all the states of residence since your 17 <sup>th</sup> birthday:	2. _____ 3. _____ 4. _____
1. _____	

I hereby certify that the facts set forth on this form are true and complete to the best of my knowledge. I further understand that if I do commence work prior to completion of the background process, my employment will be terminated if I do not pass the drug screening and/or the background investigation. I acknowledge that if the background investigation results are found to contain falsely reported or omitted materials, this is also grounds for my immediate termination. With the purpose of this form being fully explained to me, I give my consent to conduct the investigation and release all persons from any and all liability with respect to said investigation.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Notary Public: \_\_\_\_\_ Date: \_\_\_\_\_ My Commission Expires: \_\_\_\_\_

Affix Seal Here

It is requested that the Fort Valley State University Department of Campus Police & Safety conduct a Background Investigation on: \_\_\_\_\_ for the position of \_\_\_\_\_ at the Fort Valley State University.

Personnel Director's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

An Equal Employment Opportunity/Affirmative Action Institution