



Disclosure and Authorization to Obtain Investigative Consumer Report and/or Consumer Credit Report

In connection with my application for employment or promotion or other job change, I understand that William Jessup University may obtain an INVESTIGATIVE CONSUMER REPORT and/or a CONSUMER CREDIT REPORT that will include information as to my character, general reputation, personal characteristics and mode of living. This report may reveal information about work habits, including oral assessments of my job performance, experiences and abilities, along with reasons for termination of past employment. Such a report may be requested by the University or on behalf of the University. Further, I understand and agree that the University may request information from various federal, state, and other agencies, including public and private sources which maintain records concerning my past activities relating to my driving record, credit history, criminal record, civil matters, previous employment, educational background and professional licensing if any.

Report will be ordered from:
Church-Screening.com
P.O. Box 1408
Visalia, CA 93279
1-800-392-4811 Phone
559-553-8869 Fax

You have the right, upon written request made within a reasonable period of time (not to exceed 30 days) after receipt of this notice to receive a written disclosure of the nature and scope of any investigation.

If a consumer investigative report is obtained and an adverse decision is made affecting your employment, the University will provide to you, before making the adverse decision, a copy of the investigative consumer report and a description in writing of your rights under the Fair Credit Reporting Act.

NOTICE TO CALIFORNIA APPLICANTS

You have a right to obtain a copy of any investigative consumer report obtained by William Jessup University by checking the box provided below. The report will be provided to you within three business days after the report is provided to William Jessup University

I request to receive a free copy of this report by checking this box.

Under section 1786.22 of the California Civil Code, you may view the file maintained on you by the consumer reporting agency named above during normal business hours. You may also obtain a copy of this file upon submitting proper identification and paying the costs of duplication services, by appearing at the Consumer Reporting Agency identified above in person or by mail. You may also receive a summary of the file by telephone. The agency is required to have personnel available to explain your file to you and the agency must explain to you any coded information appearing in your file. If you appear in person, a person of your choice may accompany you, provided that this person furnishes proper identification.

Please Complete and Sign Reverse Side

Your Investigative Consumer Report and/or Consumer Credit Report will be obtained from a consumer reporting agency for employment related purposes.

Your signature below will indicate you authorize William Jessup University to obtain these reports from a Consumer Reporting Agency. If you wish us to provide a copy of the report, please include your address where indicated. This authorization is in accordance with the Fair Credit Reporting Act. (FCRA).

I acknowledge that a fax or copy of this Disclosure and Authorization bearing my signature shall be as valid as the original. This release is valid for all federal, state, county and local agencies and authorities.

Name

Address

_____-_____-_____
City State Zip

(____)____-_____
Home Telephone SSN

Date of Birth Driver's License #

Applicant Signature

Date