

PLEASE PRINT

Name: _____
LAST FIRST MIDDLE

List any former names used: _____

Driver's License, State and #: _____

Date of Birth (MM/DD/YY): _____

Out of State Address and Dates of Residency:

Race: _____ Gender: _____ Height: _____ Weight: _____

I hereby authorize any law enforcement agency to furnish The University of Texas at Dallas or its agent information related to my criminal history. I hereby release U. T. Dallas and all its agents and employees, the law enforcement agency and all employees of law enforcement agencies furnishing information, from all liability resulting from the furnishing of this information to U.T. Dallas. I certify that the statements made by me on this form are true, complete, and correct to the best of my knowledge and belief and are made in good faith. I understand that any false statements made herein will void my application and any actions based on it.

SIGNATURE _____ DATE _____

Print all information requested. Falsification of any information on this form will void your Application for Employment or Application for Uncompensated Visitor Status and any actions based thereon. The information on your application, together with any attachments, is the property of The University of Texas at Dallas.



CRIMINAL
BACKGROUND
CHECK FORM

THIS SECTION MUST BE COMPLETED BY HIRING OFFICIAL BEFORE ROUTING TO UPD

Vacancy Job Title: _____ This position has regular contact with minors Yes No (circle one)

Hiring Official: _____ Hiring Official Phone: _____

Department: _____ Date Sent to UPD: _____

Contact Information: Name: _____ Mail Station: _____ Phone: _____ Fax: _____

After completion by UPD, send to HR with hiring documents

THIS SECTION TO BE COMPLETED BY UTD POLICE

Criminal Background Check completed by _____ Date: _____

Make no other marks on this page. Return form to Dept Contact.

Notice About Information Laws and Practices

With few exceptions, you are entitled on your request to be informed about the information The University of Texas at Dallas collects about you. Under Sections 552.021 and 552.023 of the Texas Government Code, you are entitled to receive and review the information. Under Section 559.004 of the Texas Government Code, you are entitled to have UTD correct information about you that is held by us and is incorrect, in accordance with the procedures set forth in The University of Texas System Business Procedures Memorandum 32. The information that UTD collects will be retained and maintained as required by Texas records retention laws (Section 441.180 et seq. of the Texas Government Code) and rules. Different types of information are kept for different periods of time.

THE UNIVERSITY OF TEXAS AT DALLAS
Office of Human Resources Management
<http://www.utdallas.edu/utdgeneral/business/hr>

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