

**STANDARD RELEASE FORM FOR GRADUATE STUDENT EMPLOYEES
AUTHORIZATION AND RELEASE FOR THE PROCUREMENT
OF A CONSUMER AND/OR INVESTIGATIVE CONSUMER REPORT**

As part of its employment process, The University of Alabama routinely obtains consumer reports and/or credit information on applicants and employees. The information contained in these reports may be used to deny an individual employment or continued employment or promotion with The University of Alabama.

I, the undersigned consumer, do hereby authorize The University of Alabama, by and through an independent contractor (Risk Mitigation Services, Inc.), to procure a consumer report and/or investigative consumer report on me. These above-mentioned reports may include, but are not limited to: my driving history; education; employment history; social security number verification; criminal history/records; national sex offender database; and/or any other public record. I further authorize The University of Alabama to obtain electronic fingerprints (if requested) on me for purposes of obtaining a consumer report and/or investigative consumer report on me.

I understand that I am entitled to a complete and accurate disclosure of the nature and scope of any consumer report and/or investigative consumer report prepared on me upon my written request to Risk Mitigation Services, Inc. that is made within a reasonable time after the date hereof. I also understand that I may request a written summary of my rights under 15 U.S.C. § 1681 et seq. I further authorize any person, business entity or governmental agency who may have information relevant to the above to disclose the same to The University of Alabama, by and through Risk Mitigation Services, Inc., including, but not limited to, any courthouse, any public agency, any and all law enforcement agencies and any and all credit bureaus, regardless of whether such person, business entity or governmental agency compiled the information itself or received it from other sources.

The University of Alabama hereby discloses to you that a consumer report may be obtained for employment purposes as part of a pre-offer or post-offer of employment background investigation and/or at any time during your employment with The University of Alabama.

Effective December 1, 2012, I understand that whilst a graduate student employee of the University of Alabama I am required to self-disclose to Human Resources post-employment criminal convictions, other than minor traffic violations, that occur after that date. Disclosures must be submitted to Human Resources on the Disclosure of Criminal Convictions form found on the Human Resources website at <http://hr.ua.edu/employment/Disclosure%20of%20Criminal%20Convictions%20Form.pdf>.

I acknowledge receipt of a clear and conspicuous disclosure provided to me under the provisions of the Fair Credit Reporting Act that The University of Alabama ("The University of

Current Address:

Street/P.O. Box City State Zip Code Country

Dates: *From* ___/___/___ *to* ___/___/___

Former Address:

Street/P.O. Box City State Zip Code Country

Dates: *From* ___/___/___ *to* ___/___/___

Former Address:

Street/P.O. Box City State Zip Code Country

Dates: *From* ___/___/___ *to* ___/___/___

Social Security Number: _____

Daytime Telephone Number: _____

Driver's License Number: _____ **State of Issuance:** _____

Date of Birth:* _____

** Without this information, we will be unable to properly identify you in the event we find adverse information during the course of our background search.*