



**BACKGROUND RECORD CHECK AUTHORIZATION  
VOLUNTEER/INTERN**

I, \_\_\_\_\_, am interested in providing volunteer or intern services to Florida International University. I voluntarily authorize Florida International University and/or its agents to conduct a background record check in connection with my application for providing volunteer or intern services and, if engaged, at any time during my volunteerism or internship with FIU. I specifically authorize FIU to obtain consumer reports from consumer reporting agencies and consent to the release of such information to FIU, investigators, human resources staff, and other authorized employees of the State of Florida. This consent shall continue to be effective during my service as a volunteer or intern.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Panther ID#

\_\_\_\_\_  
Social Security Number

\_\_\_\_\_  
Reason for clearance

\_\_\_\_\_  
Department Name

\_\_\_\_\_  
Address (Street number and name, City or Town, State, Zip code)

\_\_\_\_\_  
Phone#

List any and all names you have been known by: \_\_\_\_\_

**BACKGROUND INFORMATION**

Have you ever been convicted of a criminal offense as an adult?

Yes       No      If yes, attach a full, detailed explanation

Have you ever pleaded guilty or NOLO CONTENDERE to, or been convicted of, a misdemeanor or felony?

Yes       No      If yes, attach a full, detailed explanation

Have you ever had the adjunction of guilt withheld to a crime which is a felony or a misdemeanor?

Yes       No      If yes, attach a full, detailed explanation

Have you been convicted of a felony after October 1, 1990, for the sale of trafficking in, or conspiracy to sell or traffic in a controlled substance as defined in Chapter 898, Florida Statutes?

Yes                       No                      If yes, attach a full, detailed explanation

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I am aware that any omissions, falsifications, or misrepresentations above or in any supplement hereto may disqualify me for consideration and/or may be grounds for immediate termination of my volunteer or intern position. I understand that any information I give may be investigated as allowed by law.

I understand that if I am selected to serve as an FIU Volunteer or Intern, I will be responsible for conducting myself in all activities relating to FIU in the most ethical and professional manner and in the best interests of this University. In fulfilling my assigned responsibilities, I agree to adhere to all applicable Federal, State, and University policies, rules and regulations. I understand that this Application for Volunteer or Intern is a public record.

I certify that to the best of my knowledge and belief all the statements contained herein and on any attachments are true, correct, complete, and made in good faith.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent or Legal Guardian (for Minors)

\_\_\_\_\_  
Date

### **FAIR CREDIT REPORTING ACT DISCLOSURE NOTICE**

The position for which you wish to volunteer or intern may require that the person successfully pass a background (consumer report and/or criminal background) check. This background check may be conducted prior to your being permitted to volunteer or intern. After a successful background (consumer report and/or criminal background) check is received, a report date will be scheduled.

I further acknowledge that I have been given the Summary of Your Rights Under the Fair Credit Reporting Act (FCRA), which sets forth my rights under the FCRA. In the event that FIU considers any information in the motor vehicle report when making an employment-related decision affecting you, you are entitled to request information regarding the consumer reporting agency, a copy of the consumer report and a copy of your rights under the FCRA.

Please sign below, indicating your authorization for Florida International University and/or its agents to conduct a background record check and obtain a consumer report in conjunction with your application to volunteer or intern at Florida International University. In the event that FIU considers any information in the consumer report when making an adverse volunteer or intern services-related decision affecting you, you are entitled to request information regarding the consumer reporting agency, a copy of the consumer report and a copy of your rights under the Fair Credit Reporting Act (FCRA).

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date