



Ramapo College of New Jersey

Applicant/Employee Background Investigation Authorization & General Release

Based on a conditional offer of employment from Ramapo College of New Jersey (the "College"), I understand that minimally I am subject to a background check consisting of a social security number trace, criminal record search, sex offender registry search and degree verification. Additional pre-employment verifications such as credit check, psychological screen and motor vehicle records check may be applicable based on position specific requirements.

I expressly authorize the College, its authorized agents, representatives, vendors or employees to contact and obtain information from all references (personal and professional), employers, federal and state agencies, consumer reporting agencies, licensing authorities and educational institutions and to verify the accuracy of all information provided by me as part of the employment application process.

I understand that the background check process will be conducted in a manner consistent with the provisions of The Opportunity to Compete Act and the federal Fair Credit Reporting Act and I will receive a copy of the publication, "A Summary of Your Rights under the Fair Credit Reporting Act."

I hereby waive any and all rights and claims I may have regarding the College, its authorized agents, representatives, or employees for seeking, gathering and using information in a lawful manner in the pre-employment process.

I understand that the College does not discriminate in its employment practices and information obtained from any pre-employment process will not be used for the purpose of limiting or eliminating me from consideration for employment on any basis prohibited by applicable federal, state or local law.

This Applicant/Employee Background Investigation Authorization & General Release does not constitute an offer of employment.

I **HEREBY CERTIFY** that there are no omissions, falsification of information or misrepresentation of facts, in any information that I have provided the College. Further, I understand that false or misleading statements or omissions of facts will be cause for rescission of a conditional offer or dismissal from employment with Ramapo College of New Jersey. Further, I have read, fully understand and accept this Applicant/Employee Background Investigation Authorization & General Release.

**BELOW PLEASE COMPLETE YOUR CURRENT ADDRESS AND ANY PREVIOUS ADDRESSES FOR THE LAST SEVEN YEARS.
(Please print legibly)**

Candidate Name: _____
(Please Print) (Please Sign)

Today's Date: _____ Department: _____

Social Security #: _____ - _____ - _____ Date of Birth: _____

Current Address: _____
Street City State ZIP

Driver's license #: (if applicable) _____

New Jersey's Public Liberal Arts College

**BELOW PLEASE COMPLETE ANY PREVIOUS ADDRESSES FOR THE LAST SEVEN YEARS.
(Please print legibly)**

Previous Address: _____
Street City State ZIP

Previous Address: _____
Street City State ZIP

Previous Address: _____
Street City State ZIP

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