



**DISCLOSURE and AUTHORIZATION
to OBTAIN INVESTIGATION
CONSUMER REPORT**

In connection with my application for employment or continued employment or promotion or other job change, I understand that San Joaquin Valley College may obtain an INVESTIGATIVE CONSUMER 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 College or on behalf of the College. Further, I understand and agree that the College 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 report, civil matters, previous employment, educational background and professional licensing if any.

Report(s) will be ordered from:

**All Background Reports
excluding Driving Records**

Et All, Inc.
1800 Miraloma Avenue, #A
Placentia, CA 92870
etall@etall.com
1-(888) 269-6400
1-(714) 572-5935 FAX

and/or

Driving Records Only

The Buckman Mitchell Group
Insurance & Financial Services
309 West Main Street
Visalia, CA 93279
brent@bminc.com
(559) 635-3568

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 College 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 San Joaquin Valley College by checking the box provided below. The report will be provided to you within three business days after the report is provided to San Joaquin Valley College.

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.

EMPLOYER

To be completed by employer

Employer Name San Joaquin Valley College	Location [Please check one] <input type="checkbox"/> Visalia <input type="checkbox"/> Bakersfield <input type="checkbox"/> Fresno <input type="checkbox"/> Aviation <input type="checkbox"/> Cucamonga <input type="checkbox"/> Online <input type="checkbox"/> Modesto <input type="checkbox"/> Cordova <input type="checkbox"/> Hanford <input type="checkbox"/> Corporate		
Position applying for (Title)	<input type="checkbox"/> Faculty Program:	<input type="checkbox"/> Staff Dept:	
Required Background Investigation [Please check all that apply to position] <input type="checkbox"/> Credit Report / Employment Profile <input type="checkbox"/> Criminal Search <input type="checkbox"/> DMV-Driving Licenses <input type="checkbox"/> Education Verification			

Employee Information (must be completed in full – please print)

To be completed by applicant / employee

Last Name	First Name	Middle Name	
Address	City	State	Zip
Second address required if current address is less than 2 years			
Address	City	State	Zip

Education / Certifications / Licensures

Name of College(s) Attended NOTE: Complete Name must be provided	City, State	Graduation Date Month/Year	Major	*Degree Earned (if no degree enter "None")
		___/___		
		___/___		
		___/___		

*AA, AS, BA, BS, BSN, MA, MSN, MS, PhD, or None

Certifications/Licensures	Organization Obtained From	Date Obtained	Expiration Date

Past and Present Employer(s) listed on employment application

Company Name	Supervisor	Telephone Number	Dates of Employment From/To
			___/___ - ___/___
			___/___ - ___/___
			___/___ - ___/___

For purposes of gathering information, I agree to supply the following information which may be required by law enforcement agencies and other entities for positive identification purposes when checking records. It is confidential and will not be used for any other purpose.

Social Security Number	Driver's License Number / State	Birth Date
Maiden Name	Name as it appears on Driver's License	

AUTHORIZATION

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 including public and private. I acknowledge that I have received a copy of the Summary of Rights pursuant to the Fair Credit Reporting Act [FCRA].

In addition to the first paragraph of this Disclosure and Authorization to Obtain Investigation Consumer Report I authorize San Joaquin Valley College to obtain reports of my driving record for employment

related purposes annually or periodically at any time during the term of employment.

I understand that acceptable information produced by any such reports described in this Disclosure and Authorization to Obtain Investigation Consumer Report / DMV Reports does not guarantee employment or change at-will employment with San Joaquin Valley College [as described in the Employee Handbook].

Applicant or Employee Signature

Date