

Name of Minor _____ Transaction ID (from e-mail) _____

Notice

As part of the University's ongoing security efforts and to ensure a safer environment for our students, staff and visitors, University policy requires that a background check be conducted on final candidates for staff and faculty appointments, temporary employees, interns, visiting scholars, individuals who work or volunteer as part of a University-sponsored program or summer camp that is offered to pre-college-age minors, and household members, ages 18 and over, who live with a University employee in University-controlled housing.

If the selected finalist is under the age of 18, the University requires consent from a parent/guardian prior to completing a background check.

Disclosure

North Carolina State University may obtain information for employment purposes through a third party consumer reporting agency. Thus, the minor may be the subject of a "consumer report" which may include information about their character, general reputation, personal characteristics, credit standing and/or mode of living. The types of information that may be obtained include, but may not be limited to information regarding any credit history, criminal history, social security number verification, motor vehicle records ("driving records"), verification of education or employment history, personal or professional reference checks, licensing or certification checks, etc. conducted by **InfoMart, Inc., 1582 Terrell Mill Road, Marietta, GA 30067, 800-800-3774, www.infomart-usa.com**, or another outside organization. The scope of this notice and authorization is all-encompassing, however, allowing the University to obtain from any outside organization all manner of consumer reports reports now and throughout the course of the minor's employment to the extent permitted by law unless permission is revoked in writing.

If someone is denied employment as a result of information obtained from a background check, North Carolina State University will provide copies of [A Summary of Your Rights Under the Fair Credit Reporting Act](#) and any report(s) furnished by a consumer reporting agency during the background check process.

Authorization: By signing below, I hereby certify that I am the parent or legal guardian of the above-referenced minor and that I consent to the background check. Furthermore, if I elect to sign this document electronically, I understand that this is the equivalent of an original signature and carries the same permissions as one in writing.

Signature _____ Phone No. _____

Name (Print) _____

Return completed form to the NC State University Background Check Program:

2711 Sullivan Drive, Box 7210
Raleigh, NC 27695-7210
Phone: (919) 513-2283 Fax: (919) 513-0274
E-mail: background-checks@ncsu.edu
AA/EOE

Print Form