

The Texas A&M University System  
System Offices

HR 32 (6/22)

## Background Check Authorization

*With few exceptions, you have the right to request, receive, review and correct information about yourself collected using this form.*

### An Equal Opportunity/Affirmative Action Employer

The Texas A&M University System Offices (System Offices) does not discriminate on any basis prohibited by applicable law including race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation, gender identity or citizenship's status in recruitment, employment, promotion, compensation, benefits or training. The information on this form is the property of System Offices.

### To be completed by the applicant/employee:

**Provide all information requested and deliver or fax this form to Human Resources at (979) 458-6168.**

**Provide your full legal name as it appears on Social Security card.**

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*First name* *Middle name* *Last name*

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*Current address (Number and street)* *City* *State* *ZIP*

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*Email Address* *Date of birth* *Gender* *Social Security Number*

System Offices may obtain my background information, including criminal history record, Selective Service registration and degree verification at any time during my application process and/or employment and/or volunteer service. I understand this information will be used only for evaluation for employment/volunteer service or continued employment/volunteer service with System Offices.

I hereby authorize any entity authorized to access state or federal agency records to furnish System Offices, or its agent, my background records. I do hereby release all agents, servants, and employees of System Offices, the person in charge of any law enforcement agency or department and all members of such law enforcement agency or department from all liability resulting from the release of this information.

I acknowledge that a facsimile or copy of this document shall have the same validity, force and effect as the original.

System Regulation 33.99.14 addresses the operation of criminal history background checks within the A&M System, including appeal procedures.

I hereby certify that all information provided by me on this form is true, complete, and correct. **I understand that any false statements made herein may void my application for employment/volunteer service, be grounds for termination of my current employment/volunteer service and affect my eligibility for future A&M System employment/volunteer service.**

*Applicant signature*

*Date*

*Job title of open position*

*Department*

**SUBMIT FORM TO:**

System Offices Human Resources Department  
Fax (979) 458-6168 OR hand deliver to the Moore/Connally Building, Suite 234  
(301 Tarrow Street; College Station, TX 77840; Phone: (979) 458-6169)