Tulane University
Department of Human Resources

Consent and Authorization to Release
Criminal Convictions/Offense Records/Information

(LEGIBLE PICTURE ID REQUIRED WITH FORM)

The applicant listed below has applied for employment with Tulane University. As part of the University's hiring policies and procedures, the Department of Human Resources has provided this consent form to and advised the applicant that the University will conduct an investigation of the applicant's record for criminal arrests that resulted in convictions of any state, municipal, or federal criminal laws.

By signing below, the applicant hereby agrees and consents to such a background check by Tulane University and grants permission to and authorizes any public or private agency to release information to Tulane University, Department of Human Resources, of any arrests of applicant that resulted in a conviction under a state, municipal, or federal criminal law.

By signing below, the applicant also hereby agrees to release Tulane University and its representatives or designees from liability in connection with the release of this information.

To be completed by Applicant:

Applicant Information: **(Please print all information except signature)**

Name:_____
(First) (Middle) (Last)

Address:_____

City, State, and Zip Code:_____

Date of Birth:_____ Race:_____ Sex:_____

Social Security #:_____ Drivers License #:_____ State:_____

I authorize the public or private agency to release the information specified below to Tulane University, Department of Human Resources.

_____ _____
(Applicant's Signature) (Date)

Date:	Conviction/Offense:	Disposition:
_____	_____	_____
_____	_____	_____
_____	_____	_____

_____ _____
Signature of Human Resources Representative Date
Authorized to Request Records Check