

William Paterson University

Applicant/Employee Certification and Background Investigation General Release

I certify that all information I have provided in order to apply for and secure employment with William Paterson University (the University) is true, complete and accurate.

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

I expressly authorize the University, its authorized agents, representatives, 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 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 University, its authorized agents, representatives, or employees for seeking, gathering and using truthful and non-defamatory information, in a lawful manner, in the pre-employment process.

I understand that the University 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 Certification and Background Investigation General Release does not constitute an agreement or contract 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 University. Further, I understand that false or misleading statements or omissions of facts will be cause for rescission of conditional offer or dismissal from employment with William Paterson University whenever such falsifications and omissions are discovered. Further, I have read, fully understand and accept the terms of the William Paterson University Applicant/Employee Certification and Background Investigation General Release.

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

Date: _____ Department: _____