

FERRIS STATE UNIVERSITY

HUMAN RESOURCES

Driver (This individual will be driving as part of their work with the University)

Non-Driver

AUTHORIZATION FOR CONSUMER AND /OR INVESTIGATIVE REPORT

I acknowledge that, as a condition of employment, continued employment, or volunteer status Ferris State University may, now or any time during my employment or work with Ferris State University, obtain a consumer report about me, as applicable and to the extent permitted by law. The consumer report may include verification of my education, previous employment/work history, credit history, motor vehicle records, verification from personal references, drug testing, criminal history located in the files of any Federal, State, or Local criminal justice agency, and verification of any other information deemed necessary by Ferris State University. The results of this consumer report will be used to determine employment or volunteer eligibility under Ferris State University's policies. I acknowledge that if information from the report is used in whole or in part in taking adverse action with regard to my potential or continued employment, before taking the adverse action, Ferris State University will provide me with a copy of the consumer report and a copy of "A Summary of Your Rights Under the Fair Credit Reporting Act."

I authorize Ferris State University to use the Internet Criminal History Access Tool (ICHAT) to search public criminal history record information maintained by the Michigan State Police, Criminal Justice Information Center.

I authorize **AccuSourceHR, Inc.**, a third-party consumer reporting agency, and any of its agents, to disclose orally and in writing the results of the consumer report to the designated authorized representative of Ferris State University. **AccuSourceHR, Inc.** is located at 11811 N. Tatum Blvd., Suite 3031, Phoenix, AZ 85028, has a phone number of 951-734-8882 or toll-free 888-649-6272, email of cs@accusourcehr.com, and website of www.accusourcehr.com.

I authorize persons, schools, current and former employers, and other organizations and agencies to provide **AccuSourceHR, Inc.** with all information that may be requested. I agree that any copy of this document is as valid as the original. According to the Federal Fair Credit Reporting Act, I am entitled to know if employment was denied based on information obtained by my prospective employer and to receive a disclosure of the public record information and of the nature and scope of the investigative report.

I have read, understand, and acknowledge the receipt of the disclosure and authorization, and I authorize Ferris State University to obtain the consumer report and/or investigative consumer report.

Last Name	First Name	Middle Name
List Other Names Used (MAIDEN NAME)	Date of Birth	Social Security Number
Current Address	City/State/Zip	Dates at this address
Previous address information needed if you have resided at current address less than 7 years.		
Previous Address	City/State/Zip	Dates at this address
Previous Address	City/State/Zip	Dates at this address
Driver's License information needed if Driver box is checked above.		
Driver's License Number	State Driver's License Issued	Last Name on Driver's License
Race	Sex as listed on Driver's License	Work Department/Area
Signature (Form must be signed)	Today's Date	

5/23/2023

Please return to StudentEmploymentOffice@ferris.edu