

UNIVERSITY OF NORTH TEXAS™

Criminal History (CHC) Authorization & Release Form

To be engaged as an adult worker in a youth camp at the University of North Texas, a prospective worker must satisfactorily pass a criminal history check (CHC). This form authorizes UNT to obtain criminal history information on the applicant, who is seeking to work at a youth camp.

Instructions: This form is to be completed by the applicant. Print legibly and complete all information requested. Deliver the completed form to Conference Operations, Business Services, or send via facsimile to Business Services 940-369-7072.

This form must be submitted and Business Services process completed prior to working in a Youth Camp.

Last Name:	First Name:	Middle Name:
Date of Birth: M/DD/YYYY	* SSN:	Camp
Maiden Name:	List Any Former Names Used:	Circle: Male Female
Place of Birth: City, State, County	Driver's License No.:	State License Issued:

*State law authorizes institutions of higher education to obtain criminal history information on applicants for employment or volunteer engagement in youth camps on the University of North Texas campus. Your SSN will be used to obtain this information as part of a background check. You are not required by law or other authority to disclose your SSN, however, failure to do so may result in the inability to complete the background check. Under Texas Public Information Act, your SSN will not be disclosed to the public.

List all locations where you have lived during the last 7 years, beginning with your present place of residence.

From M/DD/YYYY	To M/DD/YYYY	City	State	Zip Code	County

Acknowledgement and Authorization

I hereby authorize the University of North Texas' (UNT) agent to furnish UNT information related to my criminal history. I hereby release UNT, the UNT System and all its officers, and employees, from all liability resulting from the use of information obtained as part of this background check. I certify that the information provided by me on this form is true, complete and correct to the best of my knowledge. I understand that any false information provided herein will void my application for employment and may result in termination. I further understand that a criminal history may disqualify me for employment at UNT.

The Texas Privacy Act, with a few exceptions, allows you to be informed about the information. The University of North Texas collects about you to review and obtain the information on this form and to correct any information you believe is incorrect.

Signature Applicant: _____

Date: _____

UNT USE ONLY:

Date Request Received:	Date Request Submitted:	Initials: