



### Criminal Background Check Authorization Form

(Potential) Employee Name: \_\_\_\_\_ Email: \_\_\_\_\_

Supervisor's Name and Department: \_\_\_\_\_

Employee type: \_\_\_ Classified \_\_\_ Student \_\_\_ Volunteer \_\_\_ PT Faculty \_\_\_ FT Faculty \_\_\_ Exempt \_\_\_ PT Hourly

#### Congratulations on being selected for a position at Edmonds College!

This job offer is conditioned upon your consent to, and successful passing of, the College's criminal background check.

So that we can promptly initiate the required background check, please sign and date below, and return this original document, in person or by mail, immediately to:

Edmonds College  
Human Resources  
20000 68th Avenue W  
Lynnwood, WA 98036

**I hereby agree to a criminal background check as a condition for consideration of this position.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date (mm/dd/yy)

\_\_\_\_\_  
Print name as it appears on your Social Security card

\_\_\_\_\_  
Current Street Address (no P.O. Box addresses)

\_\_\_\_\_  
Social Security Number

\_\_\_\_\_  
Current City, State, Zip

\_\_\_\_\_  
Date of Birth (mm/dd/yy)

\_\_\_\_\_  
Current Phone Number

If under 18 years of age, parent/guardian name and signature is required

\_\_\_\_\_  
Print parent/guardian name

\_\_\_\_\_  
Parent/guardian signature

\*\*\*\*\* **FOR INTERNATIONAL BACKGROUND CHECKS** \*\*\*\*\*

\_\_\_\_\_  
Street Address in home country

\_\_\_\_\_  
Home Country City, Country/Region & Zip code

\_\_\_\_\_  
City & Country of Birth

\_\_\_\_\_  
National ID Number

\_\_\_\_\_  
Mother's Maiden Name

\_\_\_\_\_  
Father's Full Name

For Chinese background checks please write your full name in Chinese characters.