



## Hanover College Educator Preparation Program Background Check

*(Required for each Academic Year for students enrolled in an EDU course with school field work)*

### Notice Regarding Background Investigations

A consumer report/background screening report and/or an investigative consumer report which may include information concerning your character, employment history, general reputation, personal characteristics, police record, education. Qualifications, motor vehicle record, mode of living, credit and indebtedness may be obtained in connection with your application for or continued employment with Hanover College or for Education courses that have fieldwork in schools. This report is required by every school system that the Hanover College Educator Program works with.

You have the right to request disclosure of the nature and scope of any investigative report run by Hanover College Educator Preparation Program and may request a copy of the report at any time. The typical report for Education students is based on court and police records nationwide. The cost of the report will depend upon the places the applicant has lived and that state(s) charge for a records check. These background checks are conducted by Safe Hiring Solutions LLC, P.O. Box 295, Danville, IN 46122 (888)215-8296

### Authorization

By signing below, I hereby voluntarily authorize Hanover College Educator Preparation Program to obtain a full background check report about my from Safe Hiring Solutions and that information contained in this report may affect my ability to remain in the Education course or the Program. I understand that I have rights under the Fair Credit Reporting Act, including those listed above. This report may be delivered in either electronic or written format and will be shared with the school system(s) to which I am assigned for fieldwork. I further understand that when the Educator Preparation Program is invoiced for this report, those charges will be assessed to my Hanover College student account and I am responsible for the payment for this report.

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_

Any other names I have been known by: \_\_\_\_\_

Date of Birth (for ID purposes only): \_\_\_\_\_

Full Social Security Number: \_\_\_\_\_

#### Home Address

Street: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

#### Previous Address (Last 7 Years):

Street: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Hanover College Student ID Number: \_\_\_\_\_ Hanover College Email Address: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_

For CA, MN, OK applicants check here if you would like to receive a copy of the report. \_\_\_\_\_

All applicants may request a copy of their personal report at any time from the Student Services Coordinator in Newby Hall.