

AUTHORIZATION AND CONSENT FOR RELEASE OF INFORMATION

This authorization and consent for release of personal information acknowledges that Lake Forest College (hereafter, referred to as "the College") and/or its agents may conduct investigations. These investigations might include, but are not limited to, searches of educational institutions attended; records from the U.S. Veterans' Administration; criminal history information on file in local, state or federal agencies; workers compensation records and motor vehicle records.

I understand that these searches will be used to determine employment eligibility under the College's employment policies. Therefore, I authorize and consent for full release of records (either orally or in writing) to the authorized representatives of the company. In addition, I release and discharge the College and its agents and associates to the full extent permitted by law from any claims, damages, losses, liabilities, costs, expenses or any other charge or complaint filed with any agency arising from retrieving and reporting this information. I understand this notice will apply to any future update reports that may be requested and is valid for up to one year from the below date for hiring purposes.

I understand that according to the Federal Fair-Credit Act, I am entitled to receive upon written request, a disclosure of the background report conducted on me. To request a copy of your background, write to:

James E. Van Ella & Associates
P.O. Box 811490
Chicago, IL 60681-1490
(800)955-3575 ext.382 or (773)864-2382

After reading this document, I fully understand its contents and authorize the background verification.

Printed Name: _____

Signature: _____

List all other names used in the past ten years:

To All Applicants:

The information requested below is used to assist in the completion of a background investigation. The information will be maintained in a limited access file, detached from your application. The information will be used for the sole purpose of identification when conducting a background investigation. Your response will not be used to determine you eligibility for employment.

Date of Birth (option of use of criminal and drivers record history.) The age discrimination in employment act of 1967 prohibits discrimination in employment on the basis of age.

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Social Security Number Drivers License Number State Issued