



AUTHORIZATION FOR CRIMINAL RECORDS CHECK

Lamar University performs criminal background checks for Teacher Education Program candidates as part of the admissions process. In accordance with the [Texas Education Code \(TEC\), §22.083](#), candidates seeking certification must undergo a criminal history background check prior to employment as an educator and pursuant to [TEC, §22.0835](#), prior to clinical teaching.

Lamar Student ID #: _____ **Driver’s License # and State:** _____

Name: _____
Last Name First Name Middle

Maiden or Former Names Used: _____

Date of birth: _____ - _____ - _____
Month (2-digits) Day (2-digits) Year (4-digits)

Address: _____
Street Address City State Zip

_____ **Gender:** **Male** **Female**
County Circle one

Contact Information: _____
Contact Phone # Cell Phone # Email Address

List all locations where you have lived during the last seven (7) years prior to your current residence.
(If additional space is needed, please write on the back of this form, or attach another sheet)

Date		City	State	Zip Code	County
From	To				

CONSUMER DISCLOSURE AND AUTHORIZATION
Disclosure Regarding Background Investigation

Lamar University may request, background information about you from a consumer reporting agency and/or the Texas Department of Public Safety (DPS) in connection with your application for admissions into the Teacher Education Program. This background information may be obtained in the form of consumer reports and/or investigative consumer reports (commonly known as “background reports”) and/or reports from the DPS Computerized Criminal History database.

HireRight, Inc., or another consumer reporting agency, will prepare or assemble the background reports for Lamar University. HireRight, Inc. is located and can be contacted by mail at 5151 California, Irvine, CA 92617, and HireRight can be contacted by phone at (800) 400-2761. Information about HireRight’s privacy practices is available at www.hireright.com/Privacy-Policy.aspx. The background report may contain information concerning your character, general reputation, personal characteristics, mode of living, and credit standing. The types of information that may be obtained include, but are not limited to: social security number verifications; address history; credit

reports and history; criminal records and history; public court records; driving records; accident history; worker's compensation claims; bankruptcy filings; educational history verifications (e.g., dates of attendance, degrees obtained); employment history verifications (e.g., dates of employment, salary information, reasons for termination, etc.); personal and professional references checks; professional licensing and certification checks; drug/alcohol testing results, and drug/alcohol history in violation of law and/or company policy; and other information bearing on your character, general reputation, personal characteristics, mode of living and credit standing.

You may request more information about the nature and scope of any investigative consumer reports by contacting Lamar University. A summary of your rights under the Fair Credit Reporting Act is also being provided to you.

The DPS Computerized Criminal History is a name-based information database and is not an exact search and only fingerprint record searches represent true identification to criminal history, Lamar University is not allowed to discuss any information obtained using this method. Lamar University is only allowed to discuss information obtained from a DPS Computerized Criminal History Search with authorized users approved by the Texas Department of Public Safety. Therefore, Lamar University offers you the opportunity to have a fingerprint search performed to clear any misidentification based on this name search if the search provides Lamar University a criminal history report that you know could not be yours.

- I understand that Lamar University and its agents are not responsible for the accuracy of the information contained in any criminal history report. I release Lamar University and its agents from all liability, claims, and lawsuits with respect to the information obtained from any or all of the sources consulted in the investigation.
- I have read and understand that the Criminal History Background Check information contained may affect the eligibility for admission, placement, continuation of program, degree completion and/or certification for certain criminal convictions or deferred adjudications. Please refer to the Texas Occupation Code, Chapter 53, Section 53.001-53.105 and/or [Texas Administrative Code Chp. 249, Subchapter B §249.16](#) for further clarification of offenses leading to ineligibility.
- I understand that these background reports may be obtained at any time after receipt of my authorization and throughout the duration of my enrollment in the Teacher Education Program at Lamar University.
- I understand that any misstatement, falsification, or omission of information may be grounds for refusing my application.
- I understand that Lamar University will check with the Texas Department of Public Safety and other organizations for any criminal history that may pertain to me, in accordance with applicable statutes.

By my signature below, I certify the information I provided on and in connection with this form is true, accurate and complete. I agree that this form in original, faxed, photocopied or electronic form (including electronically signed), will be valid for any background reports that may be requested by or on behalf of Lamar University.

Name (Print): _____
Last Name *First Name* *Middle*

Your certifying signature: _____ **Date:** _____

Return this signed authorization to the Coordinator of Admissions for Teacher Education, who is authorized to submit the request for a criminal history review on behalf of Lamar University
educatorprep@lamar.edu

A Summary of Your Rights Under the Fair Credit Reporting Act

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under the FCRA. **For more information, including information about additional rights, go to www.ftc.gov/credit or write to: Consumer Response Center, Room 130-A, Federal Trade Commission, 600 Pennsylvania Ave. N.W., Washington, D.C. 20580.**

- **You must be told if information in your file has been used against you.** Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment – or to take another adverse action against you – must tell you, and must give you the name, address, and phone number of the agency that provided the information.
- **You have the right to know what is in your file.** You may request and obtain all the information about you in the files of a consumer reporting agency (your “file disclosure”). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:
 - a person has taken adverse action against you because of information in your credit report;
 - you are the victim of identity theft and place a fraud alert in your file;
 - your file contains inaccurate information as a result of fraud;
 - you are on public assistance;
 - you are unemployed but expect to apply for employment within 60 days.

In addition, by September 2005 all consumers will be entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See www.ftc.gov/credit for additional information.

- **You have the right to ask for a credit score.** Credit scores are numerical summaries of your credit-worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.
- **You have the right to dispute incomplete or inaccurate information.** If you identify information in your file that is incomplete or inaccurate, and report it to the consumer reporting agency, the agency must investigate unless your dispute is frivolous. See www.ftc.gov/credit for an explanation of dispute procedures.
- **Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information.** Inaccurate, incomplete or unverifiable information must be removed or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.
- **Consumer reporting agencies may not report outdated negative information.** In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.
- **Access to your file is limited.** A consumer reporting agency may provide information about you only to people with a valid need -- usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.
- **You must give your consent for reports to be provided to employers.** A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to www.ftc.gov/credit.
- **You may limit “prescreened” offers of credit and insurance you get based on information in your credit report.** Unsolicited “prescreened” offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address from the lists these offers are based on. You may opt-out with the nationwide credit bureaus at 1-888-5-OPTOUT (1-888-567-8688).
- **You may seek damages from violators.** If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.

- **Identity theft victims and active duty military personnel have additional rights.** For more information, visit www.ftc.gov/credit.

States may enforce the FCRA and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local consumer protection agency or your state Attorney General. Federal enforcers are:

TYPE OF BUSINESS:	CONTACT:
Consumer reporting agencies, creditors and others not listed below	Federal Trade Commission: Consumer Response Center - FCRA Washington, DC 20580 1-877-382-4357
National banks, federal branches/agencies of foreign banks (word "National" or initials "N.A." appear in or after bank's name)	Office of the Comptroller of the Currency Compliance Management, Mail Stop 6-6 Washington, DC 20219 800-613-6743
Federal Reserve System member banks (except national banks, and federal branches/agencies of foreign banks)	Federal Reserve Board Division of Consumer & Community Affairs Washington, DC 20551 202-452-3693
Savings associations and federally chartered savings banks (word "Federal" or initials "F.S.B." appear in federal institution's name)	Office of Thrift Supervision Consumer Complaints Washington, DC 20552 800-842-6929
Federal credit unions (words "Federal Credit Union" appear in institution's name)	National Credit Union Administration 1775 Duke Street Alexandria, VA 22314 703-519-4600
State-chartered banks that are not members of the Federal Reserve System	Federal Deposit Insurance Corporation Consumer Response Center, 2345 Grand Avenue, Suite 100 Kansas City, Missouri 64108-2638 1-877-275-3342
Air, surface, or rail common carriers regulated by former Civil Aeronautics Board or Interstate Commerce Commission	Department of Transportation , Office of Financial Management Washington, DC 20590 202-366-1306
Activities subject to the Packers and Stockyards Act, 1921	Department of Agriculture Office of Deputy Administrator - GIPSA Washington, DC 20250 202-720-7051