



Authorization to Release Information

The information provided here will be considered confidential and, is together with all the attached papers, the property of Rice University.

Please print clearly, complete entire form and sign.

Name: _____ Social Security # _____

Last First Middle Initial

Address _____

Number & Street Apt. # City State Zip

Phone No.: _____ E-mail Address: _____

Application is being made for a position in the department of: _____

1) Are you over 18 years of age? () YES () NO Date of birth *if* under 18 years of age: _____

2) University policy discourages employment of relatives in the same department and requires disclosure of any family relationships. Please list any relatives currently working at Rice and their relationship to you. _____

3) Are you legally authorized to work in the United States? () YES () NO

4) Will you now or in the future require sponsorship for employment visa status (e.g., H-1 B visa status)?
() YES () NO

5) Have you ever been employed at Rice University? () YES () NO
If yes, please indicate the position, department, supervisor and dates: _____

6) Have you ever been convicted of, or pled guilty to, any felony or misdemeanor crime, including DUIs or DWIs?
() YES () NO

7) Have you ever been placed on probation or been granted deferred adjudication or deferral of proceedings for any felony or misdemeanor crime, including DUIs or DWIs? () YES () NO

8) Are you presently charged with any felony or misdemeanor violations of the law, including DUIs or DWIs?
() YES () NO

9) If you answered 'yes' to questions 6, 7 and/or 8 please provide details including dates, nature and circumstance of the crime, and city and state where the incident occurred. **(NOTE: The disclosure of a criminal record will not necessarily disqualify you for employment. Each conviction will be evaluated on its own merits with respect to time, circumstances and seriousness, and in relation to the job for which you are applying.)**

In accordance with applicable federal and state laws and university policy, Rice University does not discriminate on the basis of age, race, religion, gender, sexual orientation, gender identity, genetic information, disability, national or ethnic origin or protected veteran status. I certify that the information contained in the employment application is true and complete. I understand that, if employed, all false statements or omissions on this application, curriculum vitae, resume, or any accompanying materials are grounds for immediate rejection or termination of employment. I also understand that, if employed, both the University and I will have the right to terminate my employment at any time with or without cause, and that no one at Rice has any authority to make any representation or agreement to the contrary.

In signing this employment application, I am certifying the completeness and accuracy of this information, and I am authorizing the University to conduct an investigation of personal history for purposes of determining my qualifications and suitability for employment including obtaining investigative consumer reports. I hereby authorize my previous employers and any person I have named as a reference to give the University any information concerning my previous employment and any other pertinent information concerning my professional competence, ethics, character, and other qualifications for employment. I understand that any appointment offered to me will be contingent upon the results of a successful background check.

I release Rice (and anyone providing information to Rice) from any and all liability arising from the University's verification of my prior employment history, educational record, references, criminal record, and any other information.

I understand that in order to provide a healthy and safe environment, and to comply with the City of Houston smoking ordinance and the rules of the Cancer Prevention and Research Institute of Texas, all forms of tobacco products are prohibited (with only limited exceptions) on Rice University Property.

Signature _____ Date Signed _____