



Saint Anselm College Pre-Adverse Action Letter

I understand that in connection with my application for employment, Saint Anselm College has determined the need to conduct a complete background check and that the college may procure a consumer report or an investigative consumer report that will include information as to my character, credit, work habits, performance, and experience, education history, criminal records and military records, if any, and to solicit and obtain any other information which the college in its sole discretion deems is necessary to determine my eligibility for employment or for the purpose of confirming the accuracy or completeness of any information I have provided to the college.

I further understand that if the college deems that I am not eligible for employment based on the results of the background check, any offer of employment will be withdrawn. I further agree to and understand that, if I am hired by the college, that the college may conduct subsequent and additional background checking from time to time and that if the college deems that I am not eligible to continue employment based on the results, that this may be cause for termination of employment.

I understand that failure to sign this consent/release discontinues the employment process.

Applicant Name

Applicant Signature

Date Signed