



## AUTHORIZATION FOR CRIMINAL BACKGROUND CHECK

I have been informed and acknowledged that pursuant to ACCS Board Policy 623.01 requiring criminal background checks for all new employees and that I would be responsible for submitting a minimum, non-refundable \$17.40 payment for a criminal background check (additional fees may apply). I am also reminded that employment will be contingent upon receipt of a clearance notification from the criminal background check.

Please indicate below your instructions on payment:

I agree to make a check payable to Trenholm State Community College in the minimum amount of **\$17.40** within 15 days of employment.

\_\_\_\_\_  
Employee Name (Printed)

\_\_\_\_\_  
Employee Name (Signature)

\_\_\_\_\_  
Date