



# School District of HOWARDS GROVE

403 Audubon Road  
Howards Grove, WI 53083  
Telephone: 920-565-4454  
District Fax: 920-565-4461  
Website: www.hgsd.k12.wi.us

## Background Check Authorization Form

I, the undersigned, authorize the Howards Grove School District to conduct a criminal background investigation and hold the Howards Grove School District harmless in their review.

_____ Last Name (please print)	_____ First Name (please print)	_____ Middle Name (please print)
_____ Address	_____ City	_____ State/Zip Code
_____ Telephone Number	_____ Gender	_____ Race
_____ Alias Name / Maiden Name (if applicable)	_____ Social Security Number *	_____ Date of Birth *
_____ Position Applying For	_____ Current E-mail Address	*Required Field-Wisconsin Department of Justice

Have you lived in a state other than Wisconsin at any time during your adult life?  Yes  No

If Yes, please list those states & dates: \_\_\_\_\_

**Your signature below verifies that all information on this form is complete and accurate. Any inaccurate or misleading information may result in immediate dismissal. The existence of a law violation record may not in itself disqualify an individual from employment or serving as a volunteer.**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

The Howards Grove School District reserves the right to do a criminal background check of any employee at any time during employment with the District.

The Howards Grove School District does not discriminate in the employment of professional staff on the basis of any characteristic protected under State or Federal law, including, but not limited to, race, color, age, sex, creed or religion, handicap or disability, marital status, genetic information, citizenship status, veteran status, military service (as defined in 111.32, Wis. Stats.), sexual orientation, national origin, ancestry, arrest record, conviction record, use or non-use of lawful products off the District's premises during non-working hours, or any other characteristic protected by law in its employment practices. (Board Policy 3122). "The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy 3122/4122 throughout his/her employment in the District."