

Alaska 4-H Volunteer Service Background Check Form
Cooperative Extension Service, University of Alaska – Fairbanks
Program Year
District

Information about the federal privacy and data-security laws such as the Fair Credit Reporting Act and the Gramm-Leach-Bliley Act are available at www.ftc.gov or by calling 1-877-382-4357.

- I consent to the electronic background through 'ChoicePoint', a UAF contracted service, which will conduct the local, state, and national review at a cost of \$6.50 to me. In order to facilitate this process, the following information is provided:

Printed Name _____

SSN _____ Date of Birth (XX/XX/XXXX) _____

Physical Address _____

- The report will be destroyed/erased so that the information cannot be read or reconstructed in accord with the 'Disposal Rule' of the Federal Trade Commission (FTC).
- If there is information reported impacting your application to be a 4-H Volunteer leader, you will be informed of the information, provided a copy of the report, and your rights to dispute any information with 'ChoicePoint'. You will, also, be provided a copy of "A Summary of Your Rights Under the Fair Credit Reporting Act" as prescribed by the FTC.

- I do not consent to a background check through 'ChoicePoint' and elect to
- Obtain 'A Person of Interest' (APSN) statewide review from the Alaska State Troopers at an approximate cost of \$20, AND
 - Obtain a FBI National Crime Information Center (NCIC) review at the cost of \$18.

To obtain a FBI NCIC report:

Mail a signed letter requesting the national review including your name, date of birth, place of birth, copy of a government form of identification, return address, a complete set of fingerprints, and a certified check or money order in the amount of \$18 (no personal checks accepted) to the CJIS at the following address and allow 4-6 weeks for processing:

Department of Justice
 Federal Bureau of Investigation
 Criminal Justice Information Services (CJIS) Division
 1000 Custer Hollow Road
 Clarksburg, West Virginia 26306

Fingerprints can be obtained through local businesses at an approximate cost of \$20 and ten minutes time. Fingerprints cannot be obtained directly from law enforcement agencies.

Applicant Signature _____

Date _____

Cooperative Extension Service will not distribute your personal information.

For Office Use Only:

Applicant is Approved _____ Not Approved _____ as a Volunteer Leader.

Agent Signature _____

Date _____