

ORAL ROBERTS UNIVERSITY

Background Check for Volunteers

Oral Roberts University conducts annual and periodic background checks on all volunteers. The purpose of this background check is to determine whether there is any adverse information that would preclude an individual from participating in any ORU sponsored trips or programs. All background checks are conducted, reviewed and evaluated by the Risk Management Department of Oral Roberts University. Volunteer status may be terminated by ORU at any time.

Volunteer Authorization

I authorize Oral Roberts University (ORU), ACCUFAX Div., Southvest Inc. ("ACCUFAX"), and their agents, to solicit, receive and evaluate background information relative to my criminal record history, motor vehicle records, personal references and other public record reports pertaining to me. I authorize, without any reservation, any person, agency or other entity contacted by ORU, ACCUFAX or their agents to furnish the above described information for the purpose of the background check. I authorize the background check to be conducted on an annual or periodic basis and understand that this Authorization will remain in full force and effect until revoked by me in writing delivered to ORU.

By signing below, I hereby release ORU, ACCUFAX, their agents and employees and all persons, agencies and entities providing information or reports about me from any and all claims, damages or liability arising out of or relating to furnishing, receiving and/or acting in reliance of any such information or reports. I acknowledge that I have received the Notice for Background Checks including a Summary of Rights under the Fair Credit Reporting Act and have read and fully understand the Notice and this Authorization. You may have additional rights under state laws. You may contact a state or local consumer protection agency or a state attorney general to learn about those rights. To request a copy of the background check contact ACCUFAX at 1(800) 256-8898. Accufax will send an email to your email address below requesting you to login to their secure website and provide them with additional information. Please complete this process promptly.

PLEASE PRINT INFORMATION BELOW

Requested by Risk Mgt. (918) 495-7905

FULL LEGAL NAME

First _____ Middle _____ Last _____

OTHER NAMES USED _____

Contact Phone # (____) _____ Cell # (____) _____

Email address: _____

SIGNATURE _____ **DATE** _____

**Please submit signed application to Jim Ginther, ORU Risk Management Dept.
email: riskmanagement@oru.edu**

A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT

The Federal Fair Credit Reporting Act (FCRA) is designed to promote accuracy, fairness and privacy of information in the files of every "consumer reporting agency" (CRA). Most CRA's are credit bureaus that gather and sell information about you – such as if you pay your bills on time or have filed bankruptcy – to creditors, employers, landlords and other businesses. You can find the complete text of the FCRA, 15 U.S.C. 1681-1681u, at the Consumer Financial Protection Bureau's (CFPB) web site (<http://www.ftc.gov>). The FCRA gives you specific rights, as outlined below. You may have additional rights under state law. You may contact a state or local consumer protection agency or a state attorney general to learn about those rights.

- **You must be told if information in your file has been used against you.** Anyone who uses information from a CRA to take action against you such as denying an application for credit, insurance or employment must tell you, and give you the name, address, and phone number of the CRA that provided the consumer report.
- **You can find out what is in your file. At your request, a CRA must give you the information in your file, and a list of everyone who has requested it recently.** There is no charge for the report if a person has taken action against you because of information supplied by the CRA, provided that you request the report within 60 days of receiving notice of the action. You also are entitled to one free report every twelve months upon request if you certify that (1) you are unemployed and plan to seek employment within 60 days, (2) you are on welfare, or (3) your report is inaccurate due to fraud. Otherwise, a CRA may charge you up to eight dollars.
- **You can dispute inaccurate information with the CRA.** If you tell a CRA that your file contains inaccurate information, the CRA must investigate the items (usually within 30 days) by presenting to its information source all relevant evidence you submit, unless your dispute is frivolous. The source must review your evidence and report its findings to the CRA. (The source also must advise national CRA's – to which it has provided the data – of any errors) The CRA must give you a written report of the investigation, and a copy of your report if the investigation results in any change. If the CRA's investigation does not resolve the dispute, you may add a brief statement to your file. The CRA must normally include a summary of your statement in future reports. If an item is deleted or a dispute statement is filed, you may ask that anyone who has recently received your report be notified of the change.
- **Inaccurate information must be corrected or deleted.** A CRA must remove or correct inaccurate or unverified information from its files, usually within 30 days after you dispute it. However, the CRA is not required to remove accurate data from your file unless it is outdated (as described below) or cannot be verified. If your dispute results in any change to your report, the CRA cannot reinsert into your file a disputed item unless the information source verifies its accuracy and completeness. In addition, the CRA must give you a written notice telling you it has reinserted the item. The notice must include the name, address and phone number of the information source.
- **You can dispute inaccurate items with the source of the information.** If you tell anyone – such as a creditor who reports to a CRA – that you dispute an item, they may not then report the information to a CRA without including a notice of your dispute. In addition, once you've notified the source of the error in writing, it may not continue to report the information if it is in fact, an error.
- **Outdated information may not be reported.** In most cases, a CRA may not report negative information that is more than seven years old; ten years for bankruptcies.
- **Access to your file is limited.** A CRA may provide information about you only to people with a need recognized by the FCRA – usually to consider an application with a creditor, insurer, employer, landlord or other business.
- **Your consent is required for reports that are provided to employers, or reports that contain medical information.** A CRA may not give out information about you to your employer, or prospective employer, without your written consent. A CRA may not report medical information about you to creditors, insurers, or employers without your permission.
- **You may choose to exclude your name from CRA lists for unsolicited credit and insurance offers.** Creditors and insurers may use file information as the basis for sending you unsolicited offers of credit or insurance. Such offers must include a toll-free phone number for you to call if you want your name and address removed from future lists. If you call, you must be kept off the lists for two years. If you request, complete, and return the CRA form provided for this purpose, you must be taken off the lists indefinitely.
- **You may seek damages from violators.** If a CRA, a user or (in some cases) a provider of CRA data, violates the FCRA, you may sue them in state or federal court.

**A SUMMARY OF YOUR RIGHTS
UNDER THE FAIR CREDIT REPORTING ACT**

The FCRA gives several different federal agencies (listed below) authority to enforce the FCRA:

**FOR QUESTIONS OR CONCERNS
REGARDING:**

PLEASE CONTACT:

CRA's creditors and others not listed below

Consumer Financial Protection Bureau
Consumer Response Center – CFPB Washington,
DC 20580
202-326-3761

National banks federal branches/agencies of
foreign banks (word "National" or initials "N.A."
appear in or after bank's name)

Office of the Comptroller of the Currency
Compliance Management, MailStop 6-6
Washington, D.C. 20219
800-613-6743

Savings associations and federally chartered
savings banks (word "federal" or initials "F.S.B."
appear in federal institution's name)

Office of Thrift Supervision
Consumer Programs
Washington, D.C. 20552
800-842-6929

Federal Reserve system member banks (except
national banks, and federal branches/agencies
of foreign banks)

Federal Reserve Board
Division of Consumer & Community Affairs
Washington, D.C. 20551
202-452-3693

Federal Credit Unions (words "Federal Credit
Union" appear in institution's name)

National Credit Union Administration
1775 Duke Street
Alexandria, VA 22314
703-518-6360

State chartered banks that are not a member of the
Federal Reserve System

Federal Deposit Insurance Corporation
Division of Compliance & Consumer Affairs
Washington, D.C. 20429
800-934-FDIC

Air-surface, or rail common carriers regulated by
former Civil Aeronautics Board or Interstate
Commerce Commission

Department of Transportation
Office of Financial Management
Washington, D.C. 20590

Activities subject to the Packers and Stockyards
Act, 1921

Department of Agriculture
Office of Deputy Administrator – GIPSA
Washington, D.C. 20250
202-720-7051