

Appendix C

USC may request a background screening report about you, regarding your employment, application for employment, or engagement for services (including independent contractor or volunteer assignments, as applicable). A background screening report may include information from personal interviews (except in California, where that term includes background reports with or without information obtained from personal interviews), the most common form of which is checking personal or professional references through personal interviews with sources such as your former employers and associates. The background screening report may contain information concerning your identification, character, general reputation, personal characteristics, mode of living, or credit standing.

The types of screens/searches conducted when performing a background screen include, but are not limited to:

Section I: Standard Background Search Categories

- Criminal Felony & Misdemeanor
- Federal Criminal
- Civil & Federal Civil
- Social Security Number Trace
- Driver's License Verification
- National Sex Offender Registry
- Widescreen Plus National Criminal Search
- Education Verification
- Employment Verification
- Professional License
- Healthcare Sanctions

Section II: Executive Background Search Categories

- Corporate Affiliations
- Criminal Felony & Misdemeanor
- Driver's License Verification
- Social Security Number Trace
- Education Verification
- Employment Verification
- Professional License
- Newspaper/Periodical Search
- Online Public Record Search
- Credit Report
- Recorded Judgment Search
- State and Federal Tax Lien Search
- Federal Bankruptcy
- Civil Upper & Lower
- Federal Civil
- Federal Criminal
- National Sex Offender Registry
- Widescreen Plus National Criminal Search
- Global Sanctions & Enforcement

Ongoing Background Screening

If the university hires you or contracts for your services, the university may obtain additional background screening reports about you without asking for your authorization again, throughout your employment or your contract period, as allowed by law.