

## Required Applicant Disclosure

Please return this form to: Search Committee Chair  
(Enter Search Committee Chair's name and address information here)

How did you first learn of this vacancy? Please check the appropriate item(s) and/or list if "other".

- ☐ Newspaper/Publication (please list) \_\_\_\_\_
 ☐ University of Idaho  
     \_\_\_ Human Resources Website  
☐ Website  
     \_\_\_ Listserv (automatic email)  
     \_\_\_ University of Idaho  
☐ Other email source (please list) \_\_\_\_\_  
     \_\_\_ Inside Higher Ed  
☐ Idaho Department of Labor  
     \_\_\_ HigherEdJobs.com  
☐ Other Source (please list) \_\_\_\_\_  
     \_\_\_ Other Website (please list) \_\_\_\_\_

<b>Job Title:</b> (Please print)	<b>Announcement No.</b> (See announcement)		
<b>Name: Last</b>	<b>First</b>	<b>M.I.</b>	<b>Email Address</b>
<b>Mailing Address</b>	<b>Phone Number</b> (    )		<b>Message Number</b> (    )
<b>City</b>	<b>State</b>	<b>Zip</b>	

### NEPOTISM:

University policy prohibits employees from participating in institutional decisions, including hiring, which involve a direct benefit to members of their **immediate** families (including the employee's spouse, child, parent, grandparent, brother, sister, mother-in-law, father-in-law, son-in-law, or daughter-in-law). Do you **currently** have a member of your **immediate** family employed at the University of Idaho? **Yes** \_\_\_\_\_ **No** \_\_\_\_\_ If Yes, please list the family member's name and department:

**Family Member(s):**

**Department(s):**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### ADDITIONAL INFORMATION:

- Have you ever been convicted of, or entered a plea of guilty, no contest, or had a withheld judgment to a **Felony**?  
**Yes** \_\_\_\_\_ **No** \_\_\_\_\_

If Yes, Explanation: \_\_\_\_\_

- Have you ever had to register as a **sex offender**?  
**Yes** \_\_\_\_\_ **No** \_\_\_\_\_

If Yes, Explanation: \_\_\_\_\_

- **Citizenship:** I certify that I am a U.S. Citizen, permanent resident or a Foreign National with authorization to work in the University States.  
**Yes** \_\_\_\_\_ **No** \_\_\_\_\_

- Have you ever worked at or are currently working at the University of Idaho? **Yes** \_\_\_\_\_ **No** \_\_\_\_\_

**Note:** If you are a former or current University of Idaho employee, the university reserves the right to review your personnel information and take it into consideration during the hiring process.

**PLEASE REVIEW:**

I hereby certify that to the best of my knowledge, all information furnished by me in connection with this Application is accurate and complete. I understand that making any false statements herein or in supplementary material will be sufficient cause for not hiring or for dismissal.

I agree to submit new or amended information to Human Resources if any event occurs that would require a different or supplemental answer to any question on this Application. If at any time the University of Idaho determines that additional information is necessary to verify the accuracy of any of my responses on this application, I agree to cooperate fully with the University in obtaining such additional information.

I hereby authorize the University of Idaho to inquire as to my record with any or all of my former employers or references and release the University of Idaho from liability in connection with these inquiries. I also understand that by submitting this material, I am certifying that I am in compliance with the Federal Military Selective Service Act, 50 U.S.C 453, or that I am exempt from the same..

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**To enrich education through diversity the University of Idaho is an equal opportunity/affirmative action employer.**