

# CRIMINAL BACKGROUND CHECK (CBC) INFORMATION FORM



**Date**

(Month/Day/Year)

Staff

Faculty

Student

Youth Camp

Affiliates/Other

Volunteer

**New Hire** - Has never worked at UTEP before

**Rehire** - Has worked at UTEP before and already has a 600# Employee ID

**Employment Location**

Hybrid

Face-to-Face

**Citizenship**

**Domestic** - A person who is a citizen or a national of the United States

**International** - A person who is not a citizen or a national of the United States

## Incumbent Information

**First Name**

**Middle Name**

**Last Name**

(Enter N/A if not applicable)

**Empl ID# (PeopleSoft)**

**800#**

**Email Address**

(If applicable)

**Primary Physical Address**

**City**

**State**

**Telephone Number**

**Date of Birth**

**Ethnicity Group**

(Area code and 7-digit phone number)

(Month/Day/Year)

American Indian/Alaska Native

Asian

Black/African American

Hispanic/Latino

Native Hawaiian/Other Pacific Islander

Prefer not to specify

White

**Expected Start Date**

*Future Start Date must be at least one week from today.*

**Position #**

**Position Title**

**Job Opening ID**

**Job Code**

**Supervisor Name**

**Hours per Week**

**For EUBC office use only**

**Cost Center/Project ID**

**Approver**

**Account Title**