

Date

Name

Address 1

Address 2

Re: Faculty Applicant Verification of Continued Interest & Fitness Form

Dear []:

This notifies you that [insert unit name] has identified you as one of the finalists for the faculty position of [insert title of position]. The University requires that, before [insert unit name] may further consider your application, you must fully and accurately complete the enclosed Applicant Verification of Continued Interest & Fitness Form ("Form"), and submit it to me on or before [insert date]. The Form will be considered part of your application for this faculty position. Please note that your failure to timely submit to me a completed Form will result in the [insert unit name] taking no further action on your application.

Thank you for your interest in the position of [insert title of position] in ECU's [insert unit name].

Sincerely,

[]

Enclosure

cc: Applicant's File

EAST CAROLINA UNIVERSITY
APPLICANT VERIFICATION OF CONTINUED INTEREST & FITNESS FORM

Please complete this form and return in the enclosed envelope.

Applicant name (please print)

Faculty position for which an application was submitted

1. Do you remain interested in being considered for this faculty position?

_____ Yes _____ No

(If the answer is "no," no further responses are required. Please sign and return this form.)

2. Have you submitted a complete and accurate history of all employment?

_____ Yes _____ No

(If the answer is "no," please provide a full work history and return it with this form.)

3. For the purpose of the following three (3) questions, "crime" or "criminal charge" refers to any crime or charge other than a traffic-related misdemeanor or infraction. Please include alcohol or drug offenses whether or not they are traffic related:

a. Do you have any criminal charges currently pending against you?

_____ Yes _____ No

(If the answer is "yes," please provide a complete explanation on a separate sheet of paper and return it with this form.)

b. Have you entered a plea of guilty, a plea of no contest, a plea of nolo contendere, or an Alford plea; or have you received a deferred prosecution or prayer for judgment continued to a criminal charge; or, have you otherwise accepted responsibility for the commission of a crime? _____ Yes _____ No

(If the answer is "yes," please provide a complete explanation on a separate sheet of paper and return it with this form.)

c. Have you been convicted of a crime? _____ Yes _____ No

(If the answer is "yes," please provide a complete explanation on a separate sheet of paper and return it with this form.)

4. Have you ever been found to have made or procured any false or misleading statement or omission of relevant information including, but not limited to, any false or misleading statement or omission on an application for employment, admission to a college or university or professional school, or a professional licensing entity (e.g., State Medical Licensing Board)?

_____ Yes _____ No

(If the answer is "yes," please provide a complete explanation on a separate sheet of paper and return it with this form.)

5. Have allegations ever been brought against you or have you ever been disciplined for or been found to have engaged in: academic misconduct; misconduct in employment; acts involving dishonesty, fraud, deceit or misrepresentation, neglect of professional obligations; or military misconduct (including, but not limited to, any discharge other than honorable)?

_____ Yes _____ No

(If the answer is "yes," please provide a complete explanation on a separate sheet of paper and return it with this form.)

6. Have you ever been denied admission to or had your relevant professional license suspended, revoked, or limited in any way by the applicable professional licensing organizations or associations on the grounds of character and/or fitness?

_____ Yes _____ No

(If the answer is "yes," please provide a complete explanation on a separate sheet of paper and return it with this form.)

7. Have you ever been accused of inappropriate conduct in your relationships with students?

_____ Yes _____ No

(If the answer is "yes," please provide a complete explanation on a separate sheet of paper and return it with this form.)

I certify that the above responses are complete, true and correct. I further acknowledge that any offer of employment made incident to my application for the above faculty position is conditioned upon my disclosure of any and all information that may be relevant to my ability to serve in the position including, but not limited to, the information contained in the Form and my possessing legal authorization to work in the United States as of the date I begin my employment.

North Carolina law requires notice to every applicant for State employment that willfully providing false or misleading information or failing to disclose relevant information shall be grounds for rejection of an application, later disciplinary action, and/or criminal prosecution. Dismissal from employment shall be mandatory in any case in which a false or misleading representation is made in order to meet position qualifications. ECU is required by law to verify an applicant's representations about credentials and other qualifications relevant to employment. By signing this Form, you authorize the release to ECU of any document or information within the possession of any third party, such as an educational institution or licensure board, that may serve to verify any representations made by you in your submission for employment (including, but not limited to, this Form).

Faculty applicant signature

Date