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Memorandum

DATE: _____
TO: Heather Brannen, Recruitment Services Manager
FROM: _____
SUBJECT: Memo Verifying Florida K-12 Public School Teacher Background Check for FAU Fall-Winter-Spring Camps.

Under Florida Statute 409.1757 candidates who are also K–12 Teachers in the Florida school system and have already received a Level 2 background check through their school system do not need an additional background check. Please complete the information below to verify the equivalent background check has been completed and meets the statute requirements.

A copy of the background checks results must also be provided in order for the candidate to be exempt from screening. Please denote if a copy of the results were provided to the candidate.

Candidate Name: _____

Date of Birth: _____

Last 4 digits of SSN: _____

Current Job Title with K-12 Florida School: _____

Date Last Screening Conducted: _____

Level of Screening Conducted: _____

Florida Statute under which Screening was conducted: _____

Background Check Results Copy (released to candidate): _____

Employer Name: _____

Employer County: _____

☐ I confirm this candidate is a current Florida K-12 Public School Teacher and has not had a 90 day break in service since last screened.

Employer Contact Name: _____

Contact Title: _____

Contact Email: _____

Contact Phone: _____

Contact Signature: _____