

Background Investigation Request Form for CAES Extension Volunteers

This form should only be used when needing to complete a background investigation on employees or applicants outside of the applicant tracking system (iPAWS and FacultyJobs). View the Background Investigation policy:

<http://policies.uga.edu/Human-Resources/Employment/Employment-processes/Background-investigations/>

To Be Completed by UGA Department

UGA Department _____

UGA Dept. Contact Name _____

UGA Dept. Contact Email _____ UGA Dept. Contact Phone _____

Select one: PCard Volunteer Student Other _____

****NOTE: All parts of this form must be completed. Missing information can delay processing. If an individual does not have an email address, please contact the CAES Business Office at caesohr@uga.edu or 706-542-2373.**

First Name	Last Name	Email Address	Phone Number	Motor Vehicle	Credit
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Please return this form to:
The University of Georgia
CAES Business Office
Email: caesohr@uga.edu