



**CARTHAGE  
COLLEGE**

## Approved Driver Application

In connection with my application for approved driver status and as a condition of driving Carthage owned, rented or loaned vehicles, I understand that investigative background inquiries may be made on me. For the purpose of this application this investigation will be limited to criminal convictions, motor vehicle accidents and violations, and records associated with my driver's license. I have authorized without reservation, Carthage College and their agent or vendor USA FACT to furnish the above mentioned information and release all parties involved from liability and responsibility for doing so. I understand the information I provide below will only be used for the purpose of background checks as part of this permission to drive Carthage vehicles application. If an adverse decision is made based on facts disclosed by this background check, in conformance with the Fair Credit Reporting Act and the Consumer Reform Act of 1996, a copy of all materials reviewed will be provided for my review.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

Please print the following information:

Full Name: \_\_\_\_\_ E Mail: \_\_\_\_\_

Birth Date: \_\_\_\_\_ SSN#: \_\_\_\_\_

Full Permanent Address: \_\_\_\_\_

PLEASE ATTACH A PHOTOCOPY OF YOUR CURRENT DRIVERS LICENSE

(1) If you maintained a driver license from any other state other than your current valid drivers' license, please disclose the most recent prior state: \_\_\_\_\_.

(2) WI DMV records may be reviewed within 24 to 48 hours from receiving your signed application, Out of state DMV records may take up to three weeks to obtain.

(3) Web based van driver training is required to obtain Carthage approved driver status. After a review of your DMV records, login information for that training will be sent to the email address you have listed on this application. **The email will come from "Educational and Institutional Insurance Administrators, Inc." support@alertdriving.com.** Please do not erase the communication or treat it as spam until your complete the required on line training

For Office Use:

DMV Check Cleared ☐ Alert Driver Training Completed ☐

Final Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Revised 11/2014