



DIVISION OF HUMAN RESOURCES
SUMMER PROGRAM BACKGROUND
SCREENING COVERSHEET

Summer Program Name: _____

Dates of Summer Program: _____

Summer Program Director: _____

Summer Program Director Phone Number: _____

Summer Program Director Email Address: _____

Email the following items to USF Human Resources:

1. USF Summer Program Background Screening Cover Sheet
2. Affidavit of Appropriate Background Screening
3. List of employees/volunteers who will be participating in the Summer Program.
4. Redacted DCF Screening Results for employee/volunteer (redact SS# and DOB)

Email to: HR-BGroundCK@usf.edu