

OFFICE USE ONLY:	
Date Received ____/____/____	Data Input (circle): Shelby
Application Review _____ (Initials)	Approval Code _____
Local Check ____/____/____	Approval Date ____/____/____

Wheaton Bible Church Children's/Student Ministries Volunteer Update Form

*If you have previously submitted a **full** application as a volunteer at Wheaton Bible Church, please complete this form to provide up to date information. When finished, please place this form in a sealed envelope (Attention: Child Protection), and return it to the CM Welcome Desk, or mail it to church. We appreciate the time you've taken to complete this application.*

Ministry(ies) applying for: _____ **Application Date:** _____

PLEASE PRINT OR TYPE

YOUR FULL LEGAL NAME (as it appears on your Social Security card):

(First Name)	(Middle Name)	(Last Name)	(Maiden Name)
Current Address _____	City _____	State _____	Zip _____
Number of years at this address _____		e-mail _____	
Home Phone (____) _____	Work (____) _____	Cell (____) _____	
Marital Status: Single _____	Married _____	Remarried _____	Divorced _____ Separated _____ Widowed _____
If married, spouse's name _____			(How long married _____)
Children's names and ages (if applicable) _____			

EDUCATIONAL AND EMPLOYMENT BACKGROUND

Present Employer (or School) _____	Name _____	Address _____
(____) _____	Supervisor _____	Length of Employment _____
Phone _____		

SPIRITUAL JOURNEY

How have you grown spiritually since last serving in Children's/Student Ministries? _____

GENERAL HEALTH

The questions listed below are part of our application process in order to help provide a healthy, safe and secure environment for our children/students. All information is held in strict confidence by WBC staff.

1. Yes___No___ I understand that we are teaching our children to remain pure sexually until marriage and because I understand that my lifestyle is an example to the children I will work with, I see the importance of being sexually pure myself. I affirm that this lifestyle is true of me at this time.
2. Yes___No___ Within the last 7 years, have you struggled with drugs, alcohol, gambling, pornography, or any other addiction?
3. Yes___No___ I agree to let the church know if any of these situations change and to step down from my responsibilities with children until those issues are resolved.
4. Yes___No___ Is there any circumstance or pattern in your life that would hinder you from honoring Christ while serving in Children's/ Student Ministries?
5. I hereby affirm the beliefs presented in the Wheaton Bible Church Statement of Faith and agree to abide by the Wheaton Bible Church Children's and/or Student Ministry Guidelines. **Signature:** _____

PARENTAL PERMISSION FOR MINORS (All applicants 17 years and younger)

I _____ (parent name) give permission for my child _____ (child's name) to be placed in a position of responsibility and understand the commitment that he/she is making to serve in Children's Ministries.

Parent Signature _____ Date _____

CONSENT TO PERFORM CRIMINAL HISTORY BACKGROUND CHECK IN COMPLIANCE WITH THE FCRA (FAIR CREDIT REPORTING ACT)

LEGAL NAME (as it appears on your social security card):

Date: _____

First Name Full Middle Name Last Name Maiden (or other last names used)

Current Address _____ City* _____

County _____ State* _____ Zip _____

Date of Birth** _____ Social Security Number** _____

Driver Lic. # _____ Driver Lic. State _____ Gender** (please circle one) Male / Female

NOTE: This is a standardized consent form. Wheaton Bible Church does not check financial information unless an incident would require such an inquiry. Trak-1 Technology conducts a national criminal and sex offender search and verifies an applicant's identity. This process uses social security number (SSN) and date of birth. The SSN is verifying identity and is not checking credit. Trak-1 is cybertrust certified and does not keep a record of the SSN. The SSN is sent electronically to the credit bureau, and when it returns it has been truncated to the last 4 digits. The SSN is recorded on this consent form, which is kept in a locked file at WBC, only accessible to limited staff. Please be assured that information acquired in this application process will remain confidential.

This authorization and consent for release of personal information acknowledges that **Wheaton Bible Church** (Hereafter referred to as "Company"), its representatives and/or its agent, Trak-1 Technology, may now, or at any time I am assigned to, volunteer with or am employed by this Company, conduct investigations whether the records are of a public, private or confidential nature. These investigations might include, but are not limited to, searches of educational institutions attended; state driving records; financial or credit institutions, including records of loans; records of commercial or retail credit agencies; other financial statements; records of previous employment, including work history, efficiency ratings, complaints and grievances filed by or against me; records and recollections of attorney-at-law or of other counsel, whether representing me or any other person (in either a civil or criminal case in which I have been involved); records from the U.S. Veterans' Administration; criminal history information of file in local, state or federal agencies; and motor vehicle records, and following an employment offer, workers' compensation reports from either the Department of Labor, National Personnel Records or the Industrial Commission or similar agencies under the provisions of the Fair Credit Reporting Act 15, USC section 1681 et seq. I also authorize the National Personnel Records Center, or other custodian of my military service record, to release to Trak-1 Technology, the following information and/or copies of documents from my military service record: DD214, service record, and any disciplinary records.

I understand that these searches will be used to determine work assignment or employment eligibility under the company's employment or volunteer policies. Therefore, I authorize and consent for full release of records (either orally or in writing) to the authorized representatives of the company. In addition, I release and discharge the company and its agent and associates to the full extent permitted by law from any claims, damages, losses, liabilities, costs expenses or any other charge or complaint filed with any agency arising from retrieving and reporting this information. I understand that according to the Federal Fair Credit Reporting Act, I am entitled to know whether employment was denied based upon the information obtained and to receive, upon written request, a disclosure of the background report. I also understand that I may request a copy of the report from **Trak-1 Technology / PO Box 130159 / Houston, Texas 77219** at telephone number **1-800-600-8999**. After reading this document, I fully understand its contents and authorize the background verification.

* AS SHOWN ON THE ORIGINAL APPLICATION
** TO BE USED ONLY FOR CRIMINAL HISTORY SEARCHES, AND NOT A PART OF THE PERSONNEL FILE.

A copy of "A Summary of Your Rights Under the Fair Credit Reporting Act Consumer Rights Notice" is available upon request from Children's Ministry.

AUTHENTICITY AND AUTHORIZATION: I HEREBY CERTIFY THAT ALL INFORMATION PROVIDED IN THIS FORM IS TRUE, CORRECT AND COMPLETE. I UNDERSTAND THAT IF ANY INFORMATION PROVES TO BE INCORRECT OR INCOMPLETE THAT GROUNDS FOR THE CANCELING OF ANY AND ALL OFFERS OF EMPLOYMENT OR SERVING ON A VOLUNTEER BASIS WILL EXIST AND MAY BE USED AT THE DISCRETION OF WHEATON BIBLE CHURCH.

Signed this _____ day of _____, 20_____

Applicant (Print Name) _____

Applicant Signature _____

Parental Name if Applicant is a Minor (Print Name) _____

Parental Signature if Applicant is a Minor _____

A Summary of Your Rights Under the Fair Credit Reporting Act Consumer Rights Notice

Para informacion en espanol, visite www.ftc.gov/credit o escribe a la FTC Consumer Response Center, Room 130-A 600 Pennsylvania Ave. N.W., Washington, D.C. 20580.

A Summary of Your Rights Under the Fair Credit Reporting Act

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under the FCRA. **For more information, including information about additional rights, go to www.ftc.gov/credit or write to: Consumer Response Center, Room 130-A, Federal Trade Commission, 600 Pennsylvania Ave. N.W., Washington, D.C. 20580.**

- **You must be told if information in your file has been used against you.** Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment – or to take another adverse action against you – must tell you, and must give you the name, address, and phone number of the agency that provided the information.
- **You have the right to know what is in your file.** You may request and obtain all the information about you in the files of a consumer reporting agency (your “file disclosure”). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:
 - a person has taken adverse action against you because of information in your credit report;
 - you are the victim of identity theft and place a fraud alert in your file;
 - your file contains inaccurate information as a result of fraud;
 - you are unemployed but expect to apply for employment within 60 days.

In addition, by September, 2005 all consumers will be entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See www.ftc.gov/credit for additional information.

- **You have the right to ask for a credit score.** Credit scores are numerical summaries of your credit-worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.
- **You have the right to dispute incomplete or inaccurate information.** If you identify information in your file that is incomplete or inaccurate, and report it to the consumer reporting agency, the agency must investigate unless your dispute is frivolous. See www.ftc.gov/credit for an explanation of dispute procedures.
- **Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information.** Inaccurate, incomplete or unverifiable information must be removed or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.
- **Consumer reporting agencies may not report outdated negative information.** In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.
- **Access to your file is limited.** A consumer reporting agency may provide information about you only to people with a valid need – usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.

- **You must give your consent for reports to be provided to employers.** A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to www.ftc.gov/credit.
- **You may limit “prescreened” offers of credit and insurance you get based on information in your credit report.** Unsolicited “prescreened” offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address from the lists on which these offers are based. You may opt out with the nationwide credit bureaus at 1-800-392-7816.
- **You may seek damages from violators.** If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.
- **Identity theft victims and active duty military personnel have additional rights.** For more information, visit www.ftc.gov/credit.

States may enforce the FCRA, and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local consumer protection agency or your state Attorney General. Federal enforcers are:

TYPE OF BUSINESS:	CONTACT:
Consumer reporting agencies, creditors and others not listed below	Federal Trade Commission: Consumer Response Center-FCRA Washington, DC 20580 1-877-382-4357
National banks, federal branches/agencies of foreign banks (word “National” or initials “N.A.” appear in or after bank’s name)	Office of the Comptroller of the Currency Compliance Management, Mail Stop 6-6 Washington, DC 20219 800-613-6743
Federal Reserve System member banks (except national banks, and federal branches/agencies of foreign banks)	Federal Reserve Board Division of Consumer & Community Affairs Washington, DC 20551 202-452-3693
Savings associations and federally chartered savings banks (word “Federal” or initials “F.S.B.” appear in federal institution’s name)	Office of Thrift Supervision Consumer Complaints Washington, DC 20552 800-842-6929
Federal credit unions (words “Federal Credit Union” appear in institution’s name)	National Credit Union Administration 1775 Duke Street Alexandria, VA 22314 703-519-4600
State-chartered banks that are not members of the Federal Reserve System	Federal Deposit Insurance Corporation Consumer Response Center, 2345 Grand Avenue Ste 100 Kansas City, Missouri 64108-2638 1-877-275-3342
Air, surface, or rail common carriers regulated by former Civil Aeronautics Board or Interstate Commerce Commission	Department of Transportation, Office of Financial Management Washington, DC 20590 202-366-1306
Activities subject to the Packers and Stockyards Act, 1921	Department of Agriculture Office of Deputy Administrator – GIPSA Washington, DC 20250 202-720-7051