

**STUDENT INTERN APPLICATION**

Name: \_\_\_\_\_  
 Last First Middle Home Phone Cell Phone E-mail

Address: \_\_\_\_\_  
 Street City State Zip

Previous Address: \_\_\_\_\_  
 (if less than 5 years at current address) Street City State Zip

What is the name of your school and course of study? \_\_\_\_\_

Internship Period (month/day/year): start date \_\_\_\_\_ end date \_\_\_\_\_

How were you referred to LifeBridge Community Services? \_\_\_\_\_

Please note your availability:				Frequency	Duration
<input type="checkbox"/> Monday	<input type="checkbox"/> Morning	<input type="checkbox"/> Afternoon	<input type="checkbox"/> Evening	<input type="checkbox"/> Daily	<input type="checkbox"/> 1 semester
<input type="checkbox"/> Tuesday	<input type="checkbox"/> Morning	<input type="checkbox"/> Afternoon	<input type="checkbox"/> Evening	<input type="checkbox"/> 2 to 3 times per week	<input type="checkbox"/> 2 semesters
<input type="checkbox"/> Wednesday	<input type="checkbox"/> Morning	<input type="checkbox"/> Afternoon	<input type="checkbox"/> Evening	<input type="checkbox"/> 4 to 5 times per week	<input type="checkbox"/> Summer
<input type="checkbox"/> Thursday	<input type="checkbox"/> Morning	<input type="checkbox"/> Afternoon	<input type="checkbox"/> Evening	<input type="checkbox"/> Short term project	<input type="checkbox"/> Other
<input type="checkbox"/> Friday	<input type="checkbox"/> Morning	<input type="checkbox"/> Afternoon	<input type="checkbox"/> Evening	<input type="checkbox"/> Other	
<input type="checkbox"/> Saturday	<input type="checkbox"/> Morning	<input type="checkbox"/> Afternoon	<input type="checkbox"/> Evening		

Emergency Contact: \_\_\_\_\_  
 Last Name First Relationship Home Phone Cell Phone

Address: \_\_\_\_\_  
 Street City State Zip

**EMPLOYMENT and STUDENT INTERNSHIP HISTORY**

**Present and previous employment:**

Company Name and Address	Position	Beginning date	Ending date

**Previous student internships:**

Organization	Position	Dates

What did you enjoy most about your previous internships? \_\_\_\_\_

What did you enjoy least about your previous internships? \_\_\_\_\_

\_\_\_\_\_

EDUCATION				
School	Name & Location	Course of Study	# Years Completed	Degree/Diploma
High School				
College				
Post Graduate				
Other				

REFERENCES				
Reference names (Do not include relatives)	Organization name	How do you know this person?	Phone	E-mail
1.				
2.				
3.				
4.				

Do you have relatives employed LifeBridge Community Services? Yes  No  If yes, provide relative's name \_\_\_\_\_

**PERSONAL INFORMATION**

Describe your personal interests/hobbies:  
 \_\_\_\_\_  
 \_\_\_\_\_

What are the reasons that you chose LifeBridge Community Services for your internship?  
 \_\_\_\_\_  
 \_\_\_\_\_

- Are you 18 years of age or older? Yes  No
- Do you have a valid driver's license? Yes  No
- Have you worked with persons who are physically or developmentally disabled? Yes  No
- Do you have experience with HIV/AIDS related work? Yes  No
- Do you know sign language? Yes  No
- Do you speak any foreign languages? If so, please list. \_\_\_\_\_

Please list any additional information that relates to the student internship for which you are applying such as licenses, professional memberships, hobbies, etc.:  
 \_\_\_\_\_  
 \_\_\_\_\_

Please list other names you have used, e.g., maiden, previous marriages, etc.  
 \_\_\_\_\_

Have you ever been convicted of a felony? (Federal or State) \_\_\_\_\_  
 Date, place, charge & disposition: \_\_\_\_\_

**Important information regarding arrests and convictions:** 1) Applicants are not required to disclose the existence of any arrest, criminal charge or conviction, the records of which have been erased pursuant to section 46b-146, 54-76o or 54-142a, 2) Criminal records subject to erasure pursuant to section 46b-146, 54-76o or 54-142a are records pertaining to a finding of delinquency or that a child was a member of a family with service needs, an adjudication as a youthful offender, a criminal charge that has been dismissed or nolle, a criminal charge for which the person has been found not guilty or a conviction for which the person received an absolute pardon, and 3) Any person whose criminal records have been erased pursuant to section 46b-146, 54-76o or 54-142a shall be deemed to have never been arrested within the meaning of the general statutes with respect to the proceedings so erased and may so swear under oath.

**U. S. MILITARY SERVICE**

Branch of service \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
Rank & type of service \_\_\_\_\_  
Training/experience received \_\_\_\_\_

**ACKNOWLEDGMENT AND AUTHORIZATION FOR BACKGROUND CHECK**

I understand that there is no guarantee that an assignment will continue indefinitely, in that the Agency or I may terminate my assignment at any time or for any reason consistent with applicable state or federal law. I understand that this application is not a contract of employment.

I acknowledge receipt of the separate document entitled DISCLOSURE REGARDING BACKGROUND INVESTIGATION and A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT and certify that I have read and understand both of those documents. I hereby authorize the obtaining of “consumer reports” and/or “investigative consumer reports” by the Agency at any time after receipt of this authorization and throughout my assignment, if applicable. To this end, I hereby authorize, without reservation, any law enforcement agency, administrator, state or federal agency, institution, school or university (public or private), information service bureau, employer, or insurance company to furnish any and all background information requested by PeopleG2, 135 South State College Blvd., Suite 200, Brea, CA 92821, 800-630-2880, [www.peopleG2.com](http://www.peopleG2.com), State of Connecticut, Department of Public Safety, 1111 Country Club Road, Middletown, CT 06457 and/or Agency itself. I agree that a facsimile (“fax”), electronic or photographic copy of this Authorization shall be as valid as the original.

I certify that all the statements herein are true and understand that any falsification or willful omission shall be sufficient cause for dismissal or refusal of volunteer services.

I understand that by typing my name here constitutes a legal signature.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**OVER**

**LifeBridge Community Services**  
475 Clinton Avenue, Bridgeport, CT 06605

**DISCLOSURE REGARDING BACKGROUND VERIFICATION**

LifeBridge Community Services (“the Company”) may obtain information about you from a third party consumer reporting agency for assignment purposes. Thus, you may be the subject of a “consumer report” and/or an “investigative consumer report” which may include information about your character, general reputation, personal characteristics, and/or mode of living, and which can involve personal interviews with sources such as your neighbors, friends or associates. These reports may contain information regarding your credit history, criminal history, social security verification, motor vehicle records (“driving records”), verification of your education or employment history, or other background checks. Credit history will only be requested where such information is substantially related to the duties and responsibilities of the position for which you are applying.

You have the right, upon written request made within a reasonable time, to request whether a consumer report has been run about you, and disclosure of the nature and scope of any investigative consumer report, and to request a copy of your report. Please be advised that the nature and scope of the most common form of investigative consumer report is an employment history or verification.

A consumer report may be conducted by:

- PeopleG2, 135 South State College Blvd, Suite 200, Brea CA 92821, 800-630-2880, [www.peopleG2.com](http://www.peopleG2.com).
- State of Connecticut Department of Public Safety, 1111 Country Club Road, Middletown CT 06457.
- The U.S. Department of Justice, National Sex Offender Public Website, [www.nsopw.gov](http://www.nsopw.gov).
- The State of Connecticut Department of Children & Families, Careline Background Searches, 505 Hudson Street, 5<sup>th</sup> Floor, Hartford CT 06106.
- Rose & Kiernan, Inc., Lee Farms Corporate Park, 83 Wooster Heights Road, Danbury CT 06810
- Connecticut Worker’s Compensation Commission, Third District Office, 700 State Street, New Haven CT 06511-6500, 203-789-7512.

The scope of this disclosure is all-encompassing, however, allowing the Company to obtain from any outside organization all manner of consumer reports throughout the course of your assignment to the extent permitted by law.

**BACKGROUND INFORMATION**

Name (Last) (First) (Middle)

Last Name as it appears on your License or ID Card \_\_\_\_\_

Other Names / Alias \_\_\_\_\_  
(Full Legal Name)

Social Security Number \* \_\_\_\_\_ Date of Birth \* \_\_\_\_\_

Driver’s License # \_\_\_\_\_ State of Driver’s License \_\_\_\_\_

Present Street Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_

\* This information will only be requested from final candidates for background screening purposes and will not be used as hiring criteria.

Signature \_\_\_\_\_ Date \_\_\_\_\_

## A Summary of Your Rights Under the Fair Credit Reporting Act

*Para informacion en espanol, visite [www.consumerfinance.gov/learnmore](http://www.consumerfinance.gov/learnmore) o escribe ala Consumer Financial Protection Bureau, 1700 G Street N. W., Washington, DC 20006.*

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.consumerfinance.gov/learnmore](http://www.consumerfinance.gov/learnmore) or write to: Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20006.

- 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 on public assistance;
  - you are unemployed but expect to apply for employment within 60 days.

In addition, all consumers are entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See [www.consumerfinance.gov/learnmore](http://www.consumerfinance.gov/learnmore) 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.consumerfinance.gov/learnmore](http://www.consumerfinance.gov/learnmore) 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.consumerfinance.gov/learnmore](http://www.consumerfinance.gov/learnmore).
- 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 these offers are based on. You may opt-out with the nationwide credit bureaus at 1-888-567-8688.
- 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.consumerfinance.gov/learnmore](http://www.consumerfinance.gov/learnmore).

**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. For information about your federal rights, contact:**

**TYPE OF BUSINESS:**

1.a. Banks, savings associations, and credit unions with total assets of over \$10 billion and their affiliates.

b. Such affiliates that are not banks, savings associations, or credit unions also should list, in addition to the Bureau:

2. To the extent not included in item 1 above:

a. National banks, federal savings associations, and federal branches and federal agencies of foreign banks

b. State member banks, branches and agencies of foreign banks (other than federal branches, federal agencies, and insured state branches of foreign banks), commercial lending companies owned or controlled by foreign banks, and organizations operating under section 25 or 25A of the Federal Reserve Act

c. Nonmember Insured Banks, Insured State Branches of Foreign Banks, and insured state savings associations

d. Federal Credit Unions

3. Air carriers

4. Creditors Subject to Surface Transportation Board

5. Creditors Subject to Packers and Stockyards Act

6. Small Business Investment Companies

7. Brokers and Dealers

8. Federal Land Banks, Federal Land Bank Associations, Federal Intermediate Credit Banks, and Production Credit Associations

9. Retailers, Finance Companies, and All Other Creditors Not Listed Above

**CONTACT:**

a. Bureau of Consumer Financial Protection  
1700 G Street NW  
Washington, DC 20006

b. Federal Trade Commission: Consumer Response Center - FCRA  
Washington, DC 20580  
(877) 382-4357

a. Office of the Comptroller of the Currency  
Customer Assistance Group  
1301 McKinney Street, Suite 3450  
Houston, TX 77010-9050

b. Federal Reserve Consumer Help Center  
P.O. Box 1200  
Minneapolis, MN 55480

c. FDIC Consumer Response Center  
1100 Walnut Street, Box #11  
Kansas City, MO 64106

d. National Credit Union Administration  
Office of Consumer Protection (OCP)  
Division of Consumer Compliance and Outreach (DCCO)  
1775 Duke Street  
Alexandria, VA 22314

Asst. General Counsel for Aviation Enforcement & Proceedings  
Department of Transportation  
400 Seventh Street SW  
Washington, DC 20590

Office of Proceedings, Surface Transportation Board  
Department of Transportation  
1925 K Street NW  
Washington, DC 20423

Nearest Packers and Stockyards Administration area supervisor

Associate Deputy Administrator for Capital Access  
United States Small Business Administration  
406 Third Street, SW, 8th Floor  
Washington, DC 20416

Securities and Exchange Commission  
100 F St NE  
Washington, DC 20549

Farm Credit Administration  
1501 Farm Credit Drive  
McLean, VA 22102-5090

FTC Regional Office for region in which the creditor operates or  
Federal Trade Commission: Consumer Response Center - FCRA  
Washington, DC 20580  
(877) 382-4357