

Human Resource Services
Marshall University
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IMPORTANT NOTICE

REGARDING BACKGROUND CHECKS

Effective October 16, 2007, with the passage by the Marshall University Board of Governors of policy HR-14, Background Checks, employment at Marshall University in regular-status, benefits-eligible positions will require successful results from a background check including but not limited to verification of educational credentials and prior work experience, criminal records checks, and sex and violent offender registry checks. Other types of background checks may be performed depending on the type of employment offered including possible checks against the healthcare sanctions registry and the prohibited person's registry. Students employed by the University or the College in certain types of positions may have background checks performed as a condition of employment.

Persons who are offered employment in affected positions at the institutions and who accept such offers will be asked to sign release forms for the purpose of authorizing background checks. Background checks will be provided by Marshall University at no cost to the prospective employee (except for costs associated with ordering academic transcripts). Negative results on background checks may not necessarily be a bar to employment depending on the circumstances. Refusal to authorize a background check will be grounds for the University or the College to deny employment.

Any person with a question or concern about the background check policy or requirements may contact the person below for further information and assistance. Thank you.

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