

Memorandum

DATE: _____

TO: Andrew Kapec, Florida State University Background Check Manager

FROM: _____

SUBJECT: Memo Verifying Florida K-12 Public School Teacher Background Check for FSU Summer Camps

Under Florida Statute 409.1757 summer camp candidates who are also K–12 Teachers in the Florida school system and have already received a Level 2 background check through their school system do not need an additional background check for summer camps. Please complete the information below to verify the equivalent background check has been completed and meets the statute requirements. Thank you.

Candidate Name: _____

Date of Birth: _____

Last 4 digits of SSN: _____

Current Job Title with K-12 Florida School: _____

Date Last Screening Conducted: _____

Level of Screening Conducted: _____

Florida Statute under which Screening was conducted: _____

Employer Name: _____

Employer County: _____

___ I confirm this candidate is a current Florida K-12 Public School Teacher and has not had a 90 day break in service since last screened.

Employer Contact Name: _____
Contact Title: _____
Contact Email: _____
Contact Phone: _____

Contact Signature: _____

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