
Name	Title	Organization
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Address	City	State	Zip
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Phone

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Information provided on this application will become a part of your permanent personnel record if you are employed by the College. Materials submitted for consideration as part of an application for employment are not returnable. A resume or other appropriate materials may be included with the application but may not be submitted instead of this application. Copies of all post-secondary college transcripts will be required as a part of the application.

Non-Discrimination Notice: Applicants for admission and employment, students, employees, sources of referral of applicants for admission and employment, are all unions or professional organizations holding collective bargaining or professional agreements with Seward County Community College are hereby notified that this institution does not discriminate on the basis of race, religion, color, national origin, gender, age or disability in admission or access to, or treatment or employment in, its programs and activities. Any person having inquiries concerning Seward County Community College's compliance with the regulations implementing Title VI, Title IX, or Section 504 is directed to contact Mr Dennis M. Sander, PO Box 1137, 1801 N Kansas Ave, Liberal, KS. (620) 417-1018, fax number (620) 417-1089, dennis.sander@sccc.edu. Office located in the Hobbie Academic Building, Room A116. Mr. Sander has been designated by Seward County Community College to coordinate the institution's efforts to comply with the regulations implementing Title VI, Title IX, and Section 504. Any person may also contact the Assistant Secretary for Civil Rights, U.S. Department of Education, regarding the institution's compliance with the regulations implementing Title VI, Title IX, or Section 504.

APPLICANT CERTIFICATION AND RELEASE AUTHORIZATION (Please read and sign)

I hereby certify that all information provided on or in connection with this application and attachments thereto is true and complete to the best of my knowledge and I have not knowingly withheld any fact or circumstance. By signing below, I authorize the representatives of Seward County Community College to contact any of my schools, former or current employers or other reference needed to provide applicable information to the position sought. I authorize any and all persons contacted by the College to disclose fully all information available to such persons, whether on record or not, which may have a bearing on my application or my employment.

I understand that if employed, any misrepresentation of the facts as stated or implied on this application form or requested supporting documents is sufficient cause for dismissal. This application does not bind me or the College for any specific period of employment and I understand that nothing in this application creates any contractual obligation of any kind for either party. If employed, I agree to comply with all policies procedures and regulations of Seward County Community College and applicable local, state and federal laws as currently exist or may exist in the future.

I acknowledge that Seward County Community College reserves the right to conduct background checks, drug screens and such other testing, including psychological, on its employees or applicants for employment.

☐ "Under the Uniform Electronic Transactions Act (K.S.A. 16-1601 et seq.), a document sent electronically may be considered an electronic record. If you wish to submit your Employment Application Form electronically, check this box and then sign and date below. In so doing, you are hereby certifying that this electronic submission shall be given the same legal effect as a handwritten signature."

Date	Signature of Applicant
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