

MARKING INSTRUCTIONS

CORRECT MARK:



- USE A NO. 2 PENCIL OR BLUE OR BLACK INK PEN ONLY.
- DO NOT USE PENS WITH INK THAT SOAKS THROUGH THE PAPER.
- DO NOT MAKE ANY STRAY MARKS ON THIS SHEET.

INCORRECT MARKS:



PLEASE COMPLETE THE ITEMS SHOWN BELOW

1 TO THE BEST OF YOUR KNOWLEDGE, IS THE INFORMATION ON THE FRONT OF THIS FORM THE SAME AS SHOWN IN YOUR RECORDS?

- a YES
- b NO (List discrepancies in REMARKS section)
- c WE HAVE NO RECORD ON THIS PERSON

2 FOR INQUIRIES DIRECTED TO DEAN OF STUDENTS: DO YOUR RECORDS CONTAIN ANY ADVERSE INFORMATION RELEVANT TO THIS PERSON?

- a NO
- b YES (Explain in REMARKS section)

IF ADDITIONAL REMARKS ARE PROVIDED BELOW, YOU MUST FILL IN THIS MARK

REMARKS

PLEASE SIGN THIS FORM HERE

DATE

YOUR TITLE

DAYTIME TELEPHONE NUMBER

(INCLUDE AREA CODE)

()

FOR OPM USE ONLY

RESULTS

- | | |
|-----------------------------|------------------------|
| AC ACCEPTABLE | IS ISSUES |
| AA ACCEPTABLE/ATTACHED | PI CONFIDENTIAL/ISSUES |
| PA CONFIDENTIAL/ACCEPTABLE | RI RECORD INCONCLUSIVE |
| NI NO PERTINENT INFORMATION | FR FEE REQUIRED |
| NR NO RECORD | RL RELEASE REQUIRED |
| NL NOT LOCATED | SK SUBJECT UNKNOWN |
| UC UNABLE TO CONTACT | NZ NOT AVAILABLE |
| RF REFERRED | DN DISCREPANT |
| RR RECORD | |

ISSUES/CHARACTERIZATION

- | | |
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| 2 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D <input type="radio"/> E <input type="radio"/> N | 10 <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D <input type="radio"/> E <input type="radio"/> N |
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