



Department of Facilities

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Please bring this form and a current, government-issued, picture ID to MIT's Atlas Service Center <https://atlas.mit.edu/atlascenter/>

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Background check walk-in hours are:

Tuesdays and Thursdays 10:30AM – 12:30PM

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Applicant Name: _____

Sponsoring Department/Program: _____ Department of Student Life

Authorizer: _____ Educational Studies Program, Splash

Please Circle the Reason for This Check:

New Hire

Volunteer

Transfer

Please Circle One of the Following for Paid Positions (hired or transferred):

Annual Salary is Less Than or Equal to \$75K

Annual Salary is More Than \$75K