

NEW JERSEY INSTITUTE OF TECHNOLOGY

STUDENT/ALUMNI RESUME RELEASE FORM

I understand that under the Family Education Rights and Privacy Act of 1974 (FERPA), New Jersey Institute of Technology ("NJIT") generally may not disclose personally identifiable information from my education record to third parties without my signed written consent. I also understand that I can revoke this consent at any time with a written and signed revocation. To support my efforts to find employment opportunities, I hereby authorize NJIT to include my resume in its Career Development Services ("CDS") database and to transmit (electronically or otherwise) this information as part of the database or otherwise (including without limitation on-campus recruitment) to potential employer organizations and/or other job search organizations.

I agree that:

- 1) No guarantee of employment is stated or implied.
- 2) When my resume is online, it can be accessed and read by my current employer.
- 3) I will notify CDS upon finding employment and my resume will be removed at that time.
- 4) I am solely responsible for the information that appears on my resume and I will not include knowingly wrongful information.
- 5) I have been advised that I should limit the use of personal contact information on my resume.
- 6) I consent to the release of personally identifiable information from my education record by CDS to prospective employers, their representatives and/or other job search organizations for the purpose of assisting me in obtaining employment with written request, but not by way of limitation: resume, evaluations from instructors, transcripts, citizenship, GPA score, or other related information that may be protected under FERPA.
- 7) I release NJIT and its staff from any and all liability resulting from the release and/or dissemination of all aforementioned information.

I certify that:

- 1) The information that I have provided to CDS on my on-line resume, on-line registration form and hard-copy resume is accurate.
- 2) I have read and understand the above.
- 3) I have retained a copy of this Resume Release Form.

Signature: _____

New Jersey Institute of Technology

Print Name: _____

Date: _____

Student: ____ Alumnus/na: ____

- Career Advisor: Christine Cervelli
- Dominique Clarke
- Sharon Gilbert
- Alexia Jones

Major: _____