

## ACKNOWLEDGEMENT OF REJECTED CVS/RESUMES

Acknowledgement that copies of the CV/resumes of each U.S. applicant for the position will be retained in the hiring department for five (5) years or sent to the International Faculty and Scholars (IFS) office with the recruitment report.

- Copies of CVs of each rejected U.S. applicant will be maintained in the Department of \_\_\_\_\_ for five (5) years and if needed for a Department of Labor audit, please contact:

Department Contact's Name: \_\_\_\_\_

College/Department Name: \_\_\_\_\_

Department Address: \_\_\_\_\_

Department Telephone: \_\_\_\_\_

The Department of Labor officer will have quick, easy access to all the rejected U.S. applicants' resumes for the next five (5) years and if this person leaves the new person will be informed.

- Copies of all CVs from rejected U.S. applicants are attached for IFS to maintain in the recruitment retention file.
- No U.S. applicants applied for this position.