



University Human Resources Department

**DRIVING RECORD AFFIDAVIT**  
**(For Recurring Authorized Drivers)**

\_\_\_\_\_  
**Driver's Name (as it appears on Driver's License)**

\_\_\_\_\_  
**Driver's Supervisor**

\_\_\_\_\_  
**Oakland University Requesting Department**

\_\_\_\_\_  
**Faculty/Staff/Student  Volunteer**

\_\_\_\_\_  
**Date of Birth**

\_\_\_\_\_  
**E-Mail Address**

\_\_\_\_\_  
**Driver's License Number**

\_\_\_\_\_  
**State of Issue**

**I hereby swear that:**

I am not currently prevented from driving to, from or in the course of employment due to a suspension, restriction, or revocation by the State/Country that has issued the license or permit.

I will immediately notify my Supervisor if I am prevented from driving to, from or in the course of employment due to a suspension, restriction, or revocation for any reason by the State/Country that has issued the license or permit.

I understand that the Office of Risk Management may conduct a periodic review of my driving record and **may**, at its sole discretion suspend my University driving privileges if they discover repeated or excessive driving infractions on the driving record, or other relevant information, where revocation, suspension or restriction has not taken place.

**Recurring UAD:** An individual who operates a University Vehicle as part of his/her job, or whose job description specifically identifies the need to drive on a recurring basis as a core component of his/her position, such as an athletic coach or admissions recruiter or any individual driving on University Business on average more than once per week. Any employee receiving a University car allowance will be considered a Recurring UAD.

**Non Recurring UAD:** Any individual not meeting the requirements of a Recurring UAD as defined above is considered a Non Recurring UAD when driving on University Business.

\_\_\_\_\_  
**Applicant / Employee Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Date Driver Training Completed (Where Applicable)**  
**(Risk Management use only)**