



CRIMINAL CONVICTION HISTORY CONSENT FORM

As a prospective employee/volunteer of Sand Creek Community Schools, I understand that it is this agency's policy to secure conviction criminal history information as part of their pre-employment screening process using the information provided below.

Last Name: _____ First Name: _____ Middle: _____

Maiden or former name (s) previously used: _____

Birthdate: ____/____/____ Race: _____ Sex: _____

I understand that the above information is required by the Central Records Division of the Michigan State Police, Lansing, Michigan.

I authorize the Sand Creek Community Schools to utilize the above information for the sole purpose of obtaining a conviction only criminal history file search.

Signature of Prospective Employee/Volunteer: _____ Date: _____

Have you ever been convicted of or pled guilty to a felony or misdemeanor other than a minor traffic violation?
_____ Yes _____ No

If yes, please explain: _____

Are there any felony charges pending against you? _____ Yes _____ No
If yes, please explain: _____

PLEASE READ CAREFULLY

I hereby authorize and unqualifiedly grant permission to the Sand Creek Community Schools and its administration to make inquiries and to obtain any records from law enforcement and/or judicial authorities to determine whether any record of criminal conviction exists, and whether any felony charges are pending against me, including the nature of the offenses.

I certify that the statements contained in this application are true and complete.

Applicant's Signature (if under 18 requires parent signature)

Date

OFFICE USE

_____ Approved Date: _____ Initial: _____

_____ Denied: Reason