

**Oak Park School District**  
**CRIMINAL CONVICTION HISTORY FINGERPRINT RELEASE FORM FOR**  
**DISTRICT EMPLOYEES/STUDENT TEACHERS-INTERNS/**  
**VOLUNTEERS/CONTRACTORS**

I understand that I my conditional employment/involvement with the Oak Park School District is subject to a criminal conviction history check and/or fingerprinting and a pre-employment physical, if requested.

I understand that the information below is required by the Michigan State Police and FBI, for the criminal conviction history/record check. I authorize the Oak Park School District to utilize this information for the sole purpose of obtaining a criminal history/record check.

Name: (PLEASE PRINT CLEARLY) \_\_\_\_\_  
Last First Middle

Additional name(s) you have been known by: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Sex: \_\_\_\_\_ Race: \_\_\_\_\_

Social Security No: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Driver's License No: \_\_\_\_\_

State License Issued From: \_\_\_\_\_

Position/Status with District \_\_\_\_\_

Building/Dept. \_\_\_\_\_

Pursuant to 1993 Public Act 68, I represent that: (you must check one):

\_\_\_\_\_ I do not have any charges pending against me and/or have not been convicted of, or pled guilty, or nolo contendere (no contest) to any crimes.

\_\_\_\_\_ I have charges pending and/or been convicted of, or pled guilty, or nolo contendere (no contest) to the following crimes. Use separate sheet to explain nature of conviction, date and court) if necessary:

a. \_\_\_\_\_

\_\_\_\_\_

b. \_\_\_\_\_

\_\_\_\_\_

**I understand and agree that pursuant to 1993 Public Act 68:**

- (1) the Board of Education must request a criminal history/record check on me from the Central Records Division of the Michigan Department of State Police and FBI for all employees;
- (2) until that report is received and reviewed by the Oak Park School District, my status is a conditional; and
- (3) if the reports received from either the Department of State Police or the FBI are not the same as my representation(s) above respecting either the absence of any conviction(s) or any crimes of which I have been convicted, my employment/status is voidable at the option of the Oak Park School District.

\_\_\_\_\_ I was previously fingerprinted on \_\_\_\_\_ (date must within the last 12 months) and authorize release of my prints and/or criminal history report from the following **Michigan K-12 school district** (include address):  
\_\_\_\_\_

\_\_\_\_\_ I am a student under the age of 19 (fingerprints not required)

\_\_\_\_\_ I have been told by an agent of the Oak Park School District I am to be fingerprinted within 14 days of this date and I authorize release of my prints and/or criminal history report received from these prints to any Michigan public school district personnel department. I have been given a list of local authorized **Livescan** locations that perform fingerprints by appointment only. My appointment is scheduled for \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Return this form to the Human Resource Department immediately upon completion. FAX 248.336-7738**

Racial/Ethnic Categories as defined by the U.S. Government:

**American Indian or Alaska Native** (A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.)

**Asian** (a person having origins in any of the original peoples of the Far East, Southeast, Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam).

**Black or African American** (A person having origins in any of the black racial groups of Africa).

**Native Hawaiian or Other Pacific Islander** (A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands).

**White** (A person having origins in any of the original peoples of Europe, the Middle East, or North Africa).

Reference: <http://www.ed.gov/legislation/FedRegister/other/2007-4/101907c.pdf>