

University of Central Florida
INTERNSHIP APPLICATION
Disclosure of Background Information

Name _____

_____ Last

_____ First

_____ Middle

I understand that my internship experiences shall be completed in local Central Florida school districts. I also understand that I am subject to the rules/regulations of the school and the county in which I am placed. I am aware that the school system has the right to do a personal background check. I also understand that if I have been arrested for or charged with certain crimes, I may not be able to be placed as an intern or hired as a teacher.

Have you ever (as a juvenile or an adult) at any time been arrested and/or convicted, pled *nolo contendere* (no contest), had a record sealed or expunged, been placed on probation, enrolled in a pre-trial diversion program, or had adjudication withheld in a criminal offense, felony, misdemeanor or otherwise, and/or are there any criminal charges now pending against you other than a **non-criminal** traffic violation?

YES NO

If YES, Attach:

1. A handwritten statement outlining the offense, the court's decision, and your compliance with the judgment.
2. A copy of the arrest record.
3. A copy of any court records.
4. A copy of probation release, if applicable.
5. A copy of fines paid, if applicable.

Be advised: If you have been arrested for or charged with certain crimes, you may not be able to be placed as an intern or hired as a teacher:

- Adult abuse, neglect, or exploitation of aged persons or disabled adults
- Abuse, aggravated abuse, or neglect of an elderly person or disabled adult
- Aggravated assault
- Aggravated battery
- Aiding in an escape
- Aiding in the escape of juvenile inmates in correctional institutions
- Arson
- Assault, if the victim of the offense was a minor
- Battery, if the victim of the offense was a minor
- Battery on a detention of commitment facility staff
- Carrying a child beyond the state lines with criminal intent to avoid producing a child at a custody hearing or delivering the child to the designated person
- Child abuse, aggravated child abuse, or neglect of a child
- Contributing to the delinquency or dependency of a child
- Contraband introduced into detention facilities
- Depriving a law enforcement, correctional, or correctional probation officer means of protection or communication
- Drug abuse prevention and control, only if the offense was a felony or if any other person involved in the offense was a minor
- Encouraging or recruiting another to join a criminal gang
- Exhibiting firearms or weapons within 1,000 feet of a school
- Exploitation of an elderly person or disabled adult, if the offense was a felony
- False imprisonment
- Fraudulent sale of controlled substances, only if the offense was a felony
- Harboring, concealing, or aiding an escaped prisoner
- Incest
- Inflicting cruel or inhuman treatment on an inmate resulting in great bodily harm
- Introduction of contraband into a correctional facility
- Kidnapping
- Killing of an unborn child by injury to the mother
- Lewd and lascivious behavior
- Lewd or lascivious offenses committed upon or in the presence of an elderly person or disabled adult
- Lewdness and indecent exposure
- Manslaughter, aggravated manslaughter of an elderly person or disabled adult, or aggravated manslaughter of a child
- Murder
- Negligent treatment of a child
- Obscene literature
- Possessing an electric weapon or device, destructive device, or other weapon on school property
- Prohibited acts of persons in familial or custodial authority
- Prostitution
- Resisting arrest with violence
- Sexual battery
- Sexual misconduct in juvenile justice programs
- Sexual performance by a child
- Taking, enticing, or removing a child beyond the state limits with criminal intent pending custody proceedings
- Theft, robbery, and related crimes, if the offense is a felony
- Vehicular homicide

(See Appendix of the Student Teaching Handbook for further information.)

I understand that this form, along with supporting documentation, will be submitted to the county office for review and final approval.

03/08/2005

Applicant's Signature



SEMINOLE COUNTY PUBLIC SCHOOLS, FLORIDA

Department of Human Resources

400 East Lake Mary Boulevard, Sanford, FL 32773-7127

(407) 320-0000, FAX 320-0284, TDD 320-0290, Internet http://www.scps.k12.fl.us

Criminal History Information Record

PLEASE PRINT YOUR FULL NAME AS IT APPEARS ON YOUR SOCIAL SECURITY CARD

Full Legal Name _____

PLEASE READ THE FOLLOWING INFORMATION CAREFULLY BEFORE YOU COMPLETE AND SIGN THIS STATEMENT.

- 1. Pursuant to Section 1012.32, F.S., an individual employed or appointed to an instructional or non-instructional requiring direct contact with students in any district school system or laboratory school shall, upon employment, file a complete set of fingerprints with the employing district to be submitted to the Florida Department of Law Enforcement and the Federal Bureau of Investigation for processing and review of any existing Criminal History Record of Information.
2. Pursuant to Sections 943.0585 and 943.059, F.S., any sealed or expunged records, including expunged juvenile criminal history records, MUST be revealed to the employing school district. You must disclose this information even if you have been advised differently by a third party.
3. Please answer the following questions truthfully and to the best of your knowledge. Omissions or falsification to any question may disqualify you from potential and/or continued employment within Seminole County Public Schools. A Criminal History Record does not automatically disqualify an individual from employment.

* NOTE: Criminal Offense is defined as any unlawful criminal act (excluding minor traffic offenses) that constitutes a felony, misdemeanor or summary level violation of Federal, State, County or Local Statutes. Driving under the Influence of Alcohol or Controlled Substance and Reckless Driving are reportable offenses.

- 1. Have you ever been convicted and/or found guilty of a criminal offense in a court of law?
2. Have you ever entered a plea of "guilty" in a court of law to any criminal offense?
3. Have you ever had an "adjudication withheld" by a court of law?
4. Have you ever entered a plea of "Nolo Contendere" (no contest) to a criminal offense in a court of law?
5. Have you ever been enrolled in a pre-trial diversion program?
6. Have you ever been arrested or charged with a criminal offense whereafter you were acquitted (found not guilty) of the charge(s) or, where the charge(s) were later withdrawn, dismissed, dropped or "nolle prossed." (Not prosecuted)?
7. Are you currently under indictment or the subject of any other pending legal proceeding for a criminal offense?
8. Are you currently under investigation by any local, county, state, federal or international agency for any reason?
9. Are you currently considered a fugitive from justice by any local, county, state, federal or international agency that may hold valid warrants for your arrest and/or apprehension?
10. Are you currently serving probation, parole or community service as part of a court-ordered sentence and/or disposition?
11. Have you ever forfeited bond/bail due to failure to appear for a court proceeding?
12. Is your driver's license currently suspended or revoked?

a) If you answered "YES" to any question from 1 through 12 above, go to the back of this form. You must list each and ALL charges or offenses separately. Include dates, city, state and other locations where the offense(s) occurred. Also include an explanation of each charge or offense in your own words including the final outcome. Use additional paper if needed. Please attach to this form, copies of final court dispositions and any other official documentation (i.e. police reports, probation records, etc) supporting your explanation.

- 13. Have you ever had a teaching certificate suspended or revoked anywhere?
14. Have you ever been denied a teaching certificate anywhere?
15. Have you ever had an assignment of probation or other restriction placed on your teaching certificate anywhere?
16. If applicable, are there any known current actions pending against your teaching certificate?

b) If you answered "YES" to any question from 13 through 16 above pertaining to Teaching Certification, attach a letter or written explanation to this form. You must list each occurrence with date, type of action, school district and state where the action occurred. Please attach supporting documentation (administrative actions and/or final orders, etc) to this form when you submit your application.

c) Before signing and submitting this document, please assure the accuracy of the information you have entered. If you aren't sure that a Criminal Record exists in your name, it is your responsibility to verify your uncertainty through the appropriate local, state, federal or international agency before completing and submitting this form. If you still have questions or uncertainty about the aforementioned requirements, contact the Seminole County Public Schools Office of Professional Standards at (407) 320-0027.

I HEREBY CERTIFY THAT I HAVE READ AND UNDERSTOOD THE ABOVE NOTICES. I FURTHER CERTIFY THAT THE INFORMATION I HAVE PROVIDED ON THIS FORM IS COMPLETE, TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE.

Applicant Signature _____ Date _____

Criminal Record Information

PLEASE PRINT YOUR FULL NAME AS IT APPEARS ON YOUR SOCIAL SECURITY CARD

Full Legal Name _____

Last

First

Middle _____

ARREST # 1

Where arrested _____

Date of arrest _____

Arresting agency _____

Offense _____

Please provide detailed explanation _____

Final Disposition _____

Signature _____

Date _____

ARREST # 2

Where arrested _____

Date of arrest _____

Arresting agency _____

Offense _____

Please provide detailed explanation _____

Final Disposition _____

Signature _____

Date _____