

VOLUNTEER BACKGROUND CHECK

Acknowledgment Form

Non-employment Background Checks Only

Service to provide: _____ Date to Provide Service: _____

In order to ensure the protection of children in the care of Mason County Eastern Schools, school policy requires, prior to any and all persons providing a volunteer service at the school or for any function conducted by the school; all potential volunteers complete a State of Michigan background check. The background check is a name check only, through the State of Michigan ICHAT system, and is based on individual identifiers. Any applicant declining to complete a "Volunteer Background Check" acknowledgment form will not be considered.

POTENTIAL VOLUNTEER INFORMATION

Full Printed Name: _____ Driver's License Number: _____
Maiden name or other name(s) previously used: _____
DOB: _____ Sex: ____ Eye Color: _____ Hair Color: _____ Height: _____
Phone number: _____

HISTORY INFORMATION

1) Have you volunteered at Mason County Eastern Schools before? ___ Yes ___ No
2) Have you ever applied guilty, or been convicted of a felony in a state or federal court? ___ Yes ___ No
Date and state offense/conviction occurred: _____
If yes, provide a detailed description of the conviction: _____

3) Have you ever pled guilty, or been convicted of a misdemeanor in a state or Federal court:
___ Yes ___ No
Date and state offense/misdemeanor occurred: _____
If yes, provide a detailed description of the conviction: _____

4) Are you the subject of a current criminal investigation or have pending charges against you?
___ Yes ___ No
Date and state the investigation is ongoing: _____
If yes, provide a detailed description of the investigation or pending charges: _____

REFERENCES

Give name, address and telephone number of two references that are not related to you and are not previous employers.

| | | | |
|----|-------|---------|--------------|
| 1. | _____ | _____ | _____ |
| | Name | Address | Phone Number |
| 2. | _____ | _____ | _____ |
| | Name | Address | Phone Number |

Mason County Eastern Schools reserves the right to "approve" or "deny" any volunteer service upon review of the background check returned through ICHAT. The determination will be based upon the individual's fitness to have responsibility for the safety and wellbeing of children. Providing false information, or information contradicting the background check information, is grounds for immediate volunteer denial.

By affixing your signature to this form you acknowledge your statements are to be true and give full consent to complete a name based background check through ICHAT.

| | |
|------------------|--------------------|
| Signature: _____ | Date Signed: _____ |
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Please return completed form to Mason County Eastern Schools. Questions or concerns, please contact Paul Shoup at 231-757-3733 or pshou@mceschools.com.

OFFICE USE ONLY

| | | | |
|----------------|--------------|----------------------------|--------------------------------|
| Approved _____ | Denied _____ | Date Approved/Denied _____ | Determining Staff Member _____ |
|----------------|--------------|----------------------------|--------------------------------|