



ACKNOWLEDGEMENT AND AUTHORIZATION FOR BACKGROUND CHECK EMPLOYMENT / NON-EMPLOYMENT / VOLUNTEER ACTIVITIES

To process your application with Glenwood City School District, an investigative consumer report (background check) may be conducted by Verified Credentials, 20890 Kenbridge Court, Lakeville, MN 55044, 800-473-4934 www.verifiedcredentials.com solely for employment/non-employment/volunteer activities with the School District of Glenwood City. In accordance with the U.S. Fair Credit Reporting Act 606, Glenwood City School District may obtain information about you from a third party consumer reporting agency. Thus, you may be the subject of a "consumer report" which may include information about your character, general reputation, personal characteristics, and/or mode of living. These reports may contain information regarding your credit history, criminal history, social security verification, motor vehicle records, verification of your education or employment history, or other background checks. Credit history will only be requested where such information is substantially related to the duties and responsibilities of the position for which you are applying. You have the right, upon written request made within a reasonable time, to request whether a consumer report has been run about you and to request a copy of your report. The scope of this disclosure is all-encompassing, however, allowing the company to obtain from any outside organization all manner of consumer reports throughout the course of your employment/volunteer to the extent permitted by law.

AUTHORIZATION – TO PREPARE INVESTIGATIVE CONSUMER REPORT: BY COMPLETEING AND SIGNING THIS DISCLOSURE, I AUTHORIZE THE APPROPRIATE INDIVIDUALS, COMPANIES, INSTITUTIONS OR AGENCIES TO RELEASE INFORMATION REQUESTED FOR THE PREPARATION OF AN INVESTIGATIVE CONSUMER REPORT ON ME AND TO RESPOND TO ALL INQUIRIES NECESSARY FOR THE SAME. I HAVE READ AND COMPLY WITH THE FAIR CREDIT REPORT ACT.

What is the purpose for completing this background check? _____ Start Date: _____
If currently employed, may we contact your employer? **Yes / No** I request a copy of the report: **Yes / No**

BASIC INFORMATION – All fields need to be completed

First Name	Middle Name	Current Last Name	Maiden or previous name(s)
<hr/>			
Social Security Number	Date of Birth	Email Address	
<hr/>			
Phone number	Gender	Race	

DRIVERS LICENSE INFORMATION – All fields need to be completed

Driver's License Number	Issuing State	Issue Date	Expiration Date
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CURRENT ADDRESS INFORMATION – All fields need to be completed

Address	City	State	Zip
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PLEASE LIST ANY ADDITIONAL ADDRESSES YOU HAVE LIVED DURING THE PAST 7 YEARS:

Address	City	State	Zip
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Address	City	State	Zip
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Address	City	State	Zip
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PLEASE LIST ON THE BACK SIDE OF THIS FORM ANY OFFENSES YOU MAY HAVE ON YOUR RECORD. IF ANY INFORMATION PROVES TO BE INCORRECT, INCOMPLETE, OR ACTIVITY IS REPORTED, I UNDERSTAND THAT IT IS GROUNDS FOR CANCELING ANY OFFERS OF EMPLOYMENT OR TERMINATING EMPLOYMENT AND MAY BE USED AT THE DISCRETION OF THE GLENWOOD CITY SCHOOL DISTRICT IN DECIDING MY EMPLOYMENT. I AUTHORIZE A PHOTOCOPY AND/OR AN ELECTRONIC COPY OF THIS AUTHORIZATION TO BE ACCEPTED WITH SAME AUTHORITY AS THE ORIGINAL AND IF EMPLOYED BY THE SCHOOL DISTRICT OF GLENWOOD CITY, AND THAT THIS AUTHORIZATION WILL REMAIN IN EFFECT THROUGHOUT MY EMPLOYMENT. I HEREBY CERTIFY THAT ALL INFORMATION PROVIDED IN THIS CONSENT FORM IS TRUE, CORRECT AND COMPLETE.

Signature	Social Security Number	Date
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OFFICE USE ONLY - DATE SUBMITTED _____ INITIALS: _____

**ALTERNATIVE VEHICLE DRIVER
INFORMATION REQUEST FORM**
Wisconsin Department of Public Instruction

Please print

Applicant Name – First	Middle Initial	Last	Birth Date (Month/Day/Year)
Driver License Number or Social Security Number – For Verification Purposes			

YES NO

- ☐ ☐ Have you ever been convicted of a crime or other offense listed under s.343.12(7) Wis. Stats., or Ch. Trans. 112.15 WI Admin. Code within the time frame listed on the attached list of crimes?
- ☐ ☐ Are you currently listed on any sex offender registry?
- ☐ ☐ Are you currently listed on any nurse abuse registry?

Explain "YES" answers

YES NO

- ☐ ☐ Have you been a resident in another state within the previous 2 years?

If you checked "YES", list all other state(s) in which you have been a resident during the previous 2 years:

Applicant Statements

As an alternative vehicle driver, I agree to report in writing to my employer, within 10 days:

1. Any accident in which I was involved as the operator of any motor vehicle regardless of who was at fault or if citations were issued;
2. Any conviction or operating privilege withdrawal listed under s.343.12(7) Wis. Stats., or Ch. Trans. 112.15 WI Admin. Code that makes the operator ineligible to operate a motor vehicle to transport pupils;
3. If I hold a school bus endorsement, any incidents that would disqualify me for holding that endorsement;
4. Any suspension or revocation of my operating privilege;
5. Any cancellation of my school bus endorsement of this state or another jurisdiction.

I understand that I may not falsify or provide incomplete information in respect to any material fact on this or any other background information form.

I also understand that it is my responsibility to report any new medical condition or a medical condition that has significantly changed since my last report.

(Applicant Signature)

(Date)

For Employer Use Only – Please check one

- | | |
|---|--|
| <input type="checkbox"/> Original Application | <input type="checkbox"/> Interim CIB Check |
| <input type="checkbox"/> Renewal | <input type="checkbox"/> CCAP Check |

School Bus and Alternative Vehicle Driver Disqualifications

As adopted from Wisconsin Department of Transportation Form MV3740 12/2004

Effective November 4, 2004, any driver who wishes to apply for, renew or transfer a school bus endorsement or be an alternative vehicle driver must self-certify and submit to a criminal background check to ensure they have not been convicted of any of the felonies listed in the following chart. Any of these convictions can result in from two years to a lifetime disqualification from driving a school bus or alternative vehicle.

Offenses or Crimes under s.121.555, s.343.12(7) Wisconsin Statutes, or Chapter Trans. 112.15 Wisconsin Administrative Code

Felony	Length of Disqualification	Felony	Length of Disqualification
Abandonment of a child	Lifetime	Criminal damage to railroads	2 years
Abduction of another's child; constructive custody	Lifetime	Criminal gang member solicitation and contact	Lifetime
Abuse of vulnerable adults	Lifetime	Destruction of documents subject to subpoena	5 years
Abuse and neglect of patients and residents	Lifetime	Drug related crimes – Any of the following drug-related crimes: **Distribution or delivery or intent to deliver or distribute are Lifetime, all others are 5 year disqualifiers	**See note at left
Acquire or obtain possession of controlled substance by fraud or forgery – counterfeit substance or packaging	5 years	❖ Manufacture, distribution or delivery	See above
Administering dangerous or stupefying drug	Lifetime	❖ Possession with intent to manufacture, distribute or deliver	See above
Arson of buildings; damage of property by explosives	5 years	❖ Possession of piperidine	See above
Arson of property other than buildings	5 years	❖ Possession – gamma-hydroxybutyric acid, gamma-butyrolactone, ketamine or flunitrazepam	See above
Arson with intent to defraud	5 years	❖ Distribute or deliver or attempt to deliver or distribute an imitation controlled substance	See above
Assaults by prisoners	5 years	❖ Conspiracy	See above
Assisting or permitting escape	5 years	❖ Counterfeit substance	See above
Assisting suicide	5 years	❖ Possession	See above
Attempt to elude officer	5 years	Distribution of controlled substances to persons under age 18	Lifetime
Battery; substantial battery; aggravated battery	Lifetime	Disarming a peace officer	5 years
Battery to a pregnant woman or unborn child	Lifetime	Endangering safety by use of a dangerous weapon	2 years
Bomb scares	5 years	Exposing genitals or pubic area to child	Lifetime
Burglary	5 years	Exposing a child to harmful material or harmful descriptions or narrations	Lifetime
Careless driving (out of state)	2 years	Engaging in repeated acts of sexual assault of the same child	Lifetime
Causing a child to view or listen to sexual activity	Lifetime	Falsified application	2 years
Causing mental harm to a child	Lifetime	Failure to comply with officer's attempt to take person into custody	5 years
Child enticement	Lifetime	Failure to stop after accident	5 years
Child sex offender working with children	Lifetime	Felony murder	Lifetime
Commercial alcohol	5 years	Firearm silencers	5 years
Commercial alcohol causing death	5 years	First-degree intentional homicide	Lifetime
Commercial alcohol causing great bodily harm	5 years	First-degree reckless homicide	Lifetime
Commercial alcohol causing injury	5 years	Forgery	5 years
Commercial OWI causing great bodily harm	5 years	Great bodily harm	5 years
Commercial careless driving (out of state)	2 years	Harboring or aiding felons	5 years
Commercial controlled substance felony	5 years	Hazardous commercial alcohol causing death	5 years
Commercial OWI – controlled substance	5 years	Hazardous commercial alcohol causing great bodily harm	5 years
Commercial failure to stop after accident – attended vehicle	5 years	Hazardous commercial OWI causing great bodily harm	5 years
Commercial negligent homicide intoxicated	5 years	Hazardous commercial alcohol	5 years
Commercial Implied Consent and not a drop	5 years	Hazardous commercial controlled substance felony	2 years
Commercial OWI causing injury	5 years	Hazardous commercial OWI – controlled substance	5 years
Commercial failure to stop at accident-unattended vehicle	5 years		
Commercial 0.0 not a drop	5 years		
Commercial possession of intoxicate beverage	5 years		
Commercial reckless driving	2 years		
Commercial vehicle used in commission of felony	5 years		
Commercial Operating While Intoxicated (OWI)	5 years		
Concealing death of a child (at birth)	Lifetime		
Contributing to the delinquency of a minor	Lifetime		

Felony	Length of Disqualification
Hazardous commercial failure to stop after accident-attended vehicle or unattended	5 years
Hazardous commercial negligent homicide intoxicated	5 years
Hazardous commercial implied consent and implied consent not a drop	2 years
Hazardous commercial OWI causing Injury	5 years
Hazardous commercial vehicle used in commission of felony	5 years
Hazardous commercial Operating While Intoxicated (OWI)	5 years
Treason	Lifetime
Threats to Injure or accuse of crime	5 years
Homicide by intoxicated use of vehicle or firearm	Lifetime
Homicide by negligent operation of a vehicle	Lifetime
Implied consent	2 years
Implied consent underage	2 years
Incest	Lifetime
Incest with a child	Lifetime
Injury by intoxicated use of a vehicle	5 years
Keep or maintain any place for drug use, manufacture, keeping or delivering	Lifetime
Keeping a place of prostitution	Lifetime
Kidnapping	Lifetime
Kidnapping or missing persons – false information	5 years
Leaving or storing a loaded firearm within the reach or easy access of a child	Lifetime
Lewd and lascivious behavior	Lifetime
Loan sharking prohibited (Extortionate means-use or threat of violence for non-payment)	5 years
Machine guns and other weapons	5 years
Mayhem	Lifetime
Making lewd, obscene or indecent drawings	Lifetime
Molotov cocktails	5 years
Neglecting a child	Lifetime
Negligent homicide	5 years
Negligent homicide intoxicated	5 years
Negligent operation of a motor vehicle	2 years
Obscene material or performance	Lifetime
Obstructing emergency or rescue personnel	2 years
Obstructing justice	5 years
Operating after revocation	2 years
Operating while intoxicated causing injury	5 years
Operating under the influence of intoxicant or controlled substance	5 years
Operating while disqualified	2 years
Operating while suspended	2 years
Pandering	Lifetime
Patronizing prostitutes	Lifetime
Perjury	2 years

Felony	Length of Disqualification
Physical abuse of a child	Lifetime
Placing foreign objects in edibles	5 years
Possession of child pornography	Lifetime
Possession and disposal of waste from manufacture of methamphetamine	5 years
Possession of electric weapon	5 years
Possession of explosives	5 years
Possession of a firearm (by felon)	5 years
Possession of firearm in school zone	Lifetime
Possession of short-barreled shotgun or rifle	5 years
Prohibited alcohol concentration	5 years
Prostitution	Lifetime
Public fornication	Lifetime
Reckless driving	2 years
Recklessly endangering safety	5 years
Reckless injury	Lifetime
Robbery	Lifetime
Sabotage	Lifetime
Second-degree intentional homicide	Lifetime
Second-degree reckless homicide	Lifetime
Sedition	Lifetime
Serious Violation with Occupational Holder	2 years
Sending obscene or sexually explicit electronic messages	Lifetime
Sexual assault	Lifetime
Sexual assault of a child	Lifetime
Sexual assault of a student age 16 or older by a school instructional staff person	Lifetime
Sexual exploitation by a therapist	5 years
Sexual intercourse with a child age 16 or older	Lifetime
Sexual exploitation of a child	Lifetime
Sexual gratification	Lifetime
Soliciting a child for prostitution	Lifetime
Solicitation of a child to commit a felony	Lifetime
Soliciting prostitutes	Lifetime
Taking hostages	Lifetime
Tampering with household products	5 years
Unauthorized use of an individual's personal identifying information or documents	5 years
Underage alcohol operation	5 years
Unsafe burning of building	5 years
Use or possession of a handgun and an armor-piercing bullet during crime	5 years
Using a child for illegal drug distribution or manufacturing	Lifetime
Use of a computer to facilitate a child sex crime	Lifetime
Violation of Occupational License	2 years
Vehicle used in commission of felony (Operating without owner's consent)	5 years