

CONVICTION CRIMINAL HISTORY INFORMATION CONSENT FORM

As a prospective employee/volunteer of Catholic Charities of Southeast Michigan (CCSEM), I understand that it is the agency's policy to secure conviction criminal history information using the information provided below as a requirement for employment/volunteerism. The information obtained will not be used for any other purpose. I also understand that an offer of employment is contingent upon the satisfactory results of this investigation. CCSEM reserves the right to conduct regular criminal history checks on the signer of this document for purposes of continued employment, as necessary.

Last Name: _____ First Name: _____

Middle Name: _____ Maiden Name: _____

Other Names Previously Used: _____

Date of Birth: _____ Age: _____

Race: _____ Gender: Male Female

- I understand that the above information is requested by the Internet Criminal History Access (ICHAT) tool of the Michigan State Police, Lansing, Michigan.
- I understand that CCSEM may process a *search* through the National and State Sex Offender Registries.
- I authorize CCSEM to utilize the above information for the sole purpose of obtaining a conviction only history file search.

Have you ever been convicted of a felony? Yes No

If you answered yes to the above question, please answer the following questions:

a. Describe in detail the criminal act committed: _____

b. Date of conviction: _____

c. Type of punishment or penalty received as a result of the conviction: _____

SIGNATURE: _____ DATE: _____