

DEPARTMENT OF PUBLIC INSTRUCTION

CRIMINAL BACKGROUND CHECK

If elected to a State FFA Officer position, you will have important responsibilities. They include working with FFA members, advisors, sponsors, and individuals of all ages in promoting agricultural education and FFA; as well as serving as a role model for your peers.

Because of requirements set forth by the Wisconsin Department of Public Instruction, background checks are done on all individuals who are directly involved in working with students. If you have lived or studied outside of the state of Wisconsin, you will also be subject to a Federal Background Check which will involve fingerprinting.

The background check includes a review of any pending charges or convictions which includes only felonies and misdemeanors. Records of arrest or pending charges and/or convictions are not an absolute bar to running for a FFA officer position. The information collected will be used to determine if there is a substantial relationship between the circumstances of the pending charge and/or conviction and the duties associated with being a State FFA Officer.

All candidates for State FFA Office must complete the form on the following page and send it directly to:

Department of Public Instruction
Human Resources Services
P.O. Box 7841
Madison, WI 53707-7841

DO NOT SEND THIS FORM TO THE WISCONSIN FFA CENTER WITH THE REST OF THE APPLICATION.

*This information is needed to verify the accuracy of the information received from law enforcement agencies.



The Department of Public Instruction conducts criminal background checks as a condition of appointment to volunteer positions. The background check includes a review of any pending charges or convictions.

I HEREBY AUTHORIZE the Department of Public Instruction to conduct a criminal background check. In connection with this consent, I authorize the use of law enforcement agencies and/or private background check organizations to assist the department in collecting this information. I hereby authorize and request any present or former employer, school, police department, financial institution or other persons having personal knowledge of me to furnish the Department of Public Instruction or its designated agents with any and all information in their possession regarding me in connection with a requested appointment as a volunteer. I authorize that a photocopy of this authorization be accepted with the same authority as the original.

I am aware that any personally identifiable information requested (e.g., gender, date of birth, other names you have used etc.) is for the sole purpose of accurately gathering the information needed for the criminal background check and will not be used to unlawfully discriminate against me.

I also am aware that records of arrests or pending charges and/or convictions are not an absolute bar to appointment as a volunteer. Such information will be used to determine if there is a substantial relationship between the circumstances of the pending charge and/or conviction and the volunteer assignment for which I am being considered.

I release the Department of Public Instruction and its agents, officials, representatives or assigned agencies, including officers, employees or related personnel, both individually and collectively, from any and all liability for damages of whatever kind, which may anytime result to me, my heirs, family, or associates because of compliance with this authorization and request to release.

GENERAL INFORMATION

Volunteer Placement / Type of Service <p style="text-align: center;">State FFA Officer</p>	DPI Location / Office <p style="text-align: center;">Madison</p>	Volunteer Placement Contact <p style="text-align: center;">Jeff Hicken</p>
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Full Legal Name		
First	Middle	Last

Other Names you have Used	Date of Birth <i>Mo./Day/Yr.</i>
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Race <input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Asian or Pacific islander <input type="checkbox"/> Black <input type="checkbox"/> White <input type="checkbox"/> Unknown	Gender <input type="checkbox"/> Male <input type="checkbox"/> Female
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Current Address, <i>Street</i>	City	State	Zip
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Email Address	Telephone <i>Area Code/No.</i>	Social Security No.*
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Have you lived, worked, or attended school outside Wisconsin at any time in the past 10 years, after the age of 17? <input type="checkbox"/> No <input type="checkbox"/> Yes <i>Where:</i>	Have you ever been convicted of a crime or have any pending criminal charges against you? <i>This refers only to felonies and misdemeanors. You do not need to include noncriminal violations or municipal ordinance violations. If you are unsure whether the charge is criminal or noncriminal, disclose it.</i> <input type="checkbox"/> No <input type="checkbox"/> Yes <i>Provide details below</i>
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DETAILS

Indicate nature, date(s), court case number, county, and state or as much information as possible, of conviction(s) and/or pending charges.

Charge or Conviction	Date	Court Case Number	Disposition	County & State

SIGNATURE

I CERTIFY, to the best of my knowledge that the information provided herein is true and complete. I understand that any falsification or omission may disqualify me for this volunteer assignment.

Signature of Applicant ➤	Date Signed <i>Mo./Day/Yr.</i>
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