

**University of Illinois  
at Urbana-Champaign**

**Department of  
Educational  
Organization  
and Leadership**

**College of  
Education**

1310 South Sixth Street  
Champaign, IL 61820

217 333-2155

## **Criminal Background Check**

Policy adopted by the Council on Teacher Education  
March 16, 1998

“The University of Illinois at Urbana-Champaign requires field placement in school districts as part of various educational curricula and certificate programs. Illinois school districts are required by state law to conduct criminal background investigations for applicants for certified and non-certified positions with a school district. School districts are requiring that applicants for field placements be subjected to a criminal background review prior to placement in the school districts. Certain convictions are a bar to employment with a school district and are fully set out in the Illinois School Code, 105 ILCS 5/10-21.9, as amended. All convictions will be reviewed for compatibility with placement in a school district. As part of this application, you will be required to consent to a criminal background review and, where necessary, consent to submit your fingerprints to the Illinois State Police. Failure to consent to the background investigation will result in you not being able to complete a public school certification program and in the cancellation of any admission to the program. For further information on this requirement, call the Council on Teacher Education at 217-333-2804.”

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For administrative programs, the field placement is identified as EOL 464, the clinical experience for the General Administrative and Superintendent Endorsements on the Type 75 Administrative Certificate. Prior to the semester in which you would begin the clinical experience, you should contact the EOL Department and request the Authorization for Criminal Background Check form. The form and appropriate fee must be returned to the Certification Office within 30 days of its receipt.

## AUTHORIZATION FOR CRIMINAL BACKGROUND CHECK

### University of Illinois at Urbana-Champaign

Candidates seeking certification are advised that certain convictions enumerated in Sections 10-212.9 and 221-23a of the *School Code of Illinois* prohibit certification or employment in public schools. The following questions appear on the Illinois Application for Teaching Certificate and the Illinois Application for School Service Personnel or Administrative Certificate and must be answered:

Have you:

- Yes \_\_\_ No \_\_\_ Ever had a certification denied, suspended or revoked in Illinois or any other state?
- Yes \_\_\_ No \_\_\_ Ever been convicted of a felony or **any** sex, narcotics or drug offense in Illinois or any other state?
- Yes \_\_\_ No \_\_\_ Have you failed to file a tax return with the Illinois Department of Revenue, or failed to pay any tax, penalty, or interest owed or any final assessment of same for any tax as required by law administered by that Department that was not subsequently resolved to the Department's satisfaction?
- Yes \_\_\_ No \_\_\_ Have you ever been named by a state agency responsible for child welfare as a perpetrator in an indicated report of child abuse or neglect if such report was not reversed after exhaustion of any appeal?
- Yes \_\_\_ No \_\_\_ Are you in default on an Illinois student loan for which you have failed to establish a satisfactory repayment plan with the Illinois Student Assistance Commission?
- Yes \_\_\_ No \_\_\_ I certify, under penalty of perjury, that I am not more than 30 days delinquent in complying with a child support order. I understand that failure to so certify shall result in disciplinary action and making a false statement may subject me to contempt of court.

**I hereby authorize the Council on Teacher Education at the University of Illinois at Urbana-Champaign to request a criminal background check on me through the Illinois State Police. I understand that my placement in the schools to complete practice necessary to be recommended for certification is contingent upon the results of the background check. I understand that I am responsible for the fees associated with this procedure and that I may be required to provide fingerprints. I understand that failure on my part to consent to the review will result in the cancellation of any admission to a teacher education program. I also understand that if I am admitted to a program, but that my background check includes evidence of a criminal history, that history will be shared with the school district being considered for placement. I understand that the nature of that history might prohibit me from being placed in a given school district and that the district has the right to refuse my placement.**

**I verify that the information presented on this form is accurate and complete.**

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

**(Continued on next page)**

**Information required by the Illinois State Police: (Please Print Legibly)**

FULL NAME: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_

SOCIAL SECURITY NUMBER: \_\_\_\_\_

SEX: \_\_\_\_\_ RACE\* A B I W U (Circle One)

\*We have been told that these categories match Federal Bureau of Investigation categories and that they are currently required by law. A = Asian/Pacific Islander, B = Black, I = American Indian/Alaskan Native, W = White, U = Unknown. We have been told that Hispanics should be entered with the race code most closely representing the individual.

**Information required by University of Illinois at Urbana-Champaign:**

TEACHER EDUCATION MAJOR: \_\_\_\_\_

ADDRESS AND PHONE:\*\* \_\_\_\_\_

\_\_\_\_\_

NET ID: \_\_\_\_\_

**\*\*Please give us the address where you will be for the next 3 weeks.** You will be notified of the results of the criminal background check. You will have seven (7) days to notify us if the information is inaccurate or incomplete.

Return this form and a check in the amount of \$20 made payable to the University of Illinois at Urbana-Champaign to:

Council on Teacher Education  
130 Education Building  
1310 S. Sixth Street  
Champaign, IL 61820

If you have questions about this form or the process, please call (217) 333-2804

Revised form approved by University Legal Council 5/19/01

2/6/02