

College Access Corps

A Washington/Oregon Campus Compact AmeriCorps Program



Criminal Record Check Authorization Form (CAC Program Supervisors and Staff)

The Corporation for National & Community Service (CNCS) requires that all program supervisors who supervise an AmeriCorps member and program staff will need to have the following criminal record checks completed and reviewed by Washington or Oregon Campus Compact before they can supervise a College Access Corps member or begin working with the AmeriCorps program:

- National Sex Offender Public Website Check
- State Criminal Record Check

Program Supervisor and Staff Complete:

Full Legal Name: _____

Maiden Name: _____

Permanent Home Address: _____

City, State, Zip: _____

Social Security Number: _____ Date of Birth: _____

State of residence: _____

In connection with my supervision of an AmeriCorps member or staff role with the College Access Corps program, I hereby authorize Washington Campus Compact/Oregon Campus Compact to conduct criminal background checks on my behalf. I understand that these checks will cover the following: National Sex Offender Public Website check, and State Criminal Record check. Background checks will be done through the appropriate government agencies. I understand that my ability to supervise an AmeriCorps Member or employment as a Compact program staff member is contingent upon the results of the background check. I understand that failure on my part to consent to the review will result in the loss of my eligibility to supervise an AmeriCorps member as part of the College Access Corps program or removal from a College Access Corps staff position with the state Compact. All results are confidential. Supervisors and program staff are entitled to receive and review the information obtained, upon written request. If an individual is found to have an offense that potentially excludes them from participating in the program, the individual will have 10 business days from being notified to review and challenge the factual accuracy of the result before action is taken to exclude the individual from the position. Challenges can be directed to Campus Compact staff.

I certify that statements made by me on this form are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I understand that any false statements made herein could void my eligibility to supervise an AmeriCorps member participating in the College Access Corps program or be employed as program staff member with the state Compact.

Also by signing below, I certify that I have not been convicted of murder or a sex offense.

Program Supervisor/Compact Staff Signature: _____ Date: _____

Administration Note: All criminal background checks must be completed at a CNCS authorized State Repository and/or the FBI and not a third party agency unless with written approval from CNCS as an Alternative Search Procedure (ASP) and Washington Campus Compact (CAC grant holder).