Children and Vulnerable Adults Self Disclosure for Students of Criminal Convictions

Name (Last, First MI): ___________________________ NetID: ___________________

Name of Program/Activity: _____________________________________________________________________

Daytime Phone #: ___________________________ Email: ___________________________

This form must be completed by any student involved in a Creighton University-sponsored program and any individual involved in programs held at the University that are intended for children (Minors under the age of 19) or vulnerable adults (adults with a substantial functional or mental impairment).

Any conviction or pending charges that have previously occurred must be disclosed below. Completed forms are to be submitted to The Office of Equity and Inclusion. Failure to disclose a conviction or pending charges may result in corrective action up to and including termination for Creighton student employees or denial of program/activity participation. Further, throughout duration of the program intended for children or vulnerable adults, individuals must report to The Office of Equity and Inclusion any subsequent convictions or pending charges within 1 working day.

A prior conviction shall not automatically disqualify a student from participating in a program or activity. Creighton University reserves the right to take appropriate action for students who may have falsified or failed to disclose convictions.

A conviction of a felony or misdemeanor, by itself, does not disqualify an individual from participating in a program or activity with children and/or vulnerable adults. However, consideration should be given to:

- crimes against people
- the number of convictions;
- the nature, seriousness and date(s) of occurrence of the violation(s);
- rehabilitation;
- relevance of crime committed in relation to position;
- state or federal requirements related to the position; and
- other evidence demonstrating an ability to perform the job competently and free from posing a threat to the health and safety of others.

A decision not to permit a student to participate in a program or activity covered by this policy based on the results of a background check will be made by the Office of Equity and Inclusion in consultation with the Office of the Vice President for Student Life, the Office of the General Counsel, or others as needed.
☐ Report of Conviction

I report that I have been convicted of or have charges pending for the following crime(s):

Felony: ____________________________________________________________

Misdemeanor: ______________________________________________________

<table>
<thead>
<tr>
<th>Charge</th>
<th>Charge type</th>
<th>Charge Date (mm/dd/yyyy)</th>
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</thead>
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| County | City | State |

Description of charges and convictions- provide details of all offenses including nature, circumstances, the sentence given for the conviction and dates. Attach additional sheets if necessary.

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

A background check will be conducted.

☐ Statement of No Reportable Conviction

I attest that I have not been convicted of a crime or have charges pending since the date of my last criminal background check for employment/volunteering.

Signature _________________________________ Date __________________________

Office Use Only

Date Received: _______________________________ Received by: __________________________