University of Central Arkansas Field Experience Background Check Request Form

Read this information carefully to avoid delays in processing your background check.

All teacher education candidates enrolled in a course with a field experience component must have an approved background check. This preliminary background check costs \$10.00, which will be paid directly to Student Connect by credit or debit card via a link sent to your UCA email address.

To initiate this background check process, complete the information below and the consent to perform a background check and return to **Nancy Ringgold in the Department of Teaching and Learning** (Mashburn 104). Once entered into the system, an email will be sent to your UCA e-mail account with directions to pay the \$10.00 fee. **Your background check will not be completed until you have paid this fee.**

After you have submitted your payment information, wait for the message "Thank you for your payment. You are now being returned to the Student Connect site." DO NOT CLOSE OUT OF THE SYSTEM UNTIL IT HAS RETURNED TO THE STUDENT CONNECT SITE. Closing the screen prior to returning to the Student Connect site will delay the receipt of your background check. You will not be allowed to begin your field experience until your background check has cleared. Your instructor will let you know when your background check has cleared.

If you have already completed a recent background check through the Arkansas Department of Education that can be verified, you are not required to complete a second background check.

Phone: (501) 450-5478

Contact Nancy Ringgold if you need assistance. Email: ringgold@uca.edu

Name:					UCA ID:				
First	Middle	Last							
Address:									
City	State	ZIP Code							
Phone:		E	mail: _						
Current Term (Sem	ester & Year):			CA Email (@cub.uca.e	du			
List all course(s) in	which you are enrolled this s	semester tha	t have a	field ex	xperienc	e.			
Course:		lı	nstructor	:					
Course:		li	nstructor	:					
Course:		II	nstructor	:					
Major:		L	evel:	K-6	4-8	7-12	K-12		





Consent to Perform Criminal History Background Check

Last Name	First Name	Middle Name	Maiden or other name(s)		
Address					
City	County	State	ZIP Code		
			@cub.uca.edu		
Date of Birth	Gender	UCA Email Address			
(pleading guilty or <i>nolo</i> §6-17-410 as well as a	ment of Education has access to an o contendre/no contest or being four ny felony involving physical or sexual ged, sealed, or subject to a pardon. For	nd guilty by a jury or judge) for injury, mistreatment, or abuse	any offenses listed in the Ark. Code against another, including records		
Have you ever pled a	guilty or pled <i>nolo contendere</i> (no	contest) or been found guil	ty of a crime? YES NO		
If YES, was the crime	e a MISDEMEANOR or FELC	NY?			
List the date and crir	ne for which you were convicted	:			
In which state/jurisd	liction did this conviction occur?				
Do you have any per	nding charges? YES NO				
If yes, list the state/o	county of the arrest and the detai	ls of the pending charges. $_$			
Have you ever had a "YES NO	true finding" with the Arkansas Depa	rtment of Human Services Chil	d Maltreatment Central Registry?		
check and for the infor is returned with anyth participation in field ex of Education fingerpri time to have an appro	rkansas and/or will be entering an earmation obtained to be used in making other than no records found, it reperiences. I understand that to revent background check from the Arkan ved fingerprint background check reate in field experiences may be delay	arly field experience. I hereby g ag teacher education admission nay result in the denial of adm erse this decision I must submit nsas State Police and FBI. I un eturned, my admission into the	decisions. If the background check ission into the program and/or the an approved Arkansas Department derstand that due to the length of		
be incorrect or incom	information provided in this consen plete, I understand that I may be ate in field experiences.				
Candidate Name (Prin	ted)	UCA ID N	0.		
Candidate Signature					