

# Mesquite Independent School District

## Criminal History Record Investigation



All Texas public schools are required by state law to obtain criminal history record information on applicants for employment, as well as student teachers, student observers and volunteers. The data provided on this page will not be used to determine eligibility for employment but will be used solely for the purposes of obtaining the required background investigation report required by law. The information from the reporting agency is strictly confidential and will not be released to anyone.

**NAME: LAST, FIRST, MIDDLE** (as written on Social Security Card)

**MAIDEN OR OTHER NAMES KNOWN BY**

**DATE OF BIRTH**

**SOCIAL SECURITY NUMBER**

**DRIVERS LICENSE # or STATE I.D.CARD#**

**TYPE**

**HIGHEST LEVEL OF EDUCATION**

**SCHOOL NAME**

**CITY, STATE**

**Ethnicity:**  
(check one)

**American Indian**

**Asian**

**Black, non-Hispanic**

**Hispanic**

**White, non-Hispanic**

**Gender**

**Ft.**

**In.**

**Height**

**Weight**

**Hair Color**

**Eye Color**

**Place of Birth**

**Citizen Country**

**PRESENT ADDRESS**

**CITY**

**STATE**

**ZIP**

**DATES LIVED AT THIS ADDRESS**

**PREVIOUS ADDRESS**

**CITY**

**STATE**

**ZIP**

**DATES LIVED AT THIS ADDRESS**

I understand that a complete background investigation regarding criminal record information may be conducted through an outside agency.

Texas Education Code Section 21.917

**CONTACT INFORMATION:**

By signing or typing my name below I acknowledge that I have read and understand the above statement.

**Phone:**

**Email:**

**Applicants Signature**

**Date**

# DPS Computerized Criminal History (CCH) Verification

## (AGENCY COPY)

I, \_\_\_\_\_, acknowledge that a computerized criminal  
APPLICANT or EMPLOYEE (Please print)

History (CCH) verification check will be performed by accessing the Texas Department of Public Safety Secure Website and will be based on name and DOB identifiers. (This is not a consent form, but serves as information for the applicant). Authority for this agency to access an individual's criminal history data may be found in the Texas Government Code 411; Subchapter F.

Name based information is not an exact search and only fingerprint record searches represent true identification to criminal history record information (CHRI), therefore the organization conducting the criminal history check is not allowed to discuss with me any CHRI obtained using the name and DOB method. **The agency may request that I have a fingerprint search performed to clear any misidentification based on the name and DOB search.**

In order to complete the fingerprint process I must make an appointment Fingerprint Applicant Services of Texas (FAST) as instructed online [www.tsdp.state.tx.us](http://www.tsdp.state.tx.us) /Crime Records/Review of Personal Criminal History or by calling the DPS Program vendor at 1-888-467-2080, submit a full and complete set of my fingerprints, request a copy be sent to the agency listed below, and pay a fee of \$25.00 to the fingerprinting services company.

Once this process is completed the information on my fingerprint criminal history record may be discussed with me.

***Please note that fingerprinting is only necessary for volunteers upon request.***

**(This copy must remain on file by your agency. Required for future DPS Audits)**

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

Mesquite Independent School District

\_\_\_\_\_  
Agency Name (Please print)

Kellie Haddock

\_\_\_\_\_  
Agency Representative Name (Please print)

*Kellie Haddock*

\_\_\_\_\_  
Signature of Agency Representative

\_\_\_\_\_  
Date

### FOR PERSONNEL USE ONLY

CCH Report Printed: \_\_\_\_\_

YES NO

*KH* initial

Purpose of CCH: Classroom Observations

Date Printed: \_\_\_\_\_ initial

Destroyed Date: \_\_\_\_\_ initial

**Retain in your files**