A student must notify the University of Texas at San Antonio Field Placement Office within three calendar days of any arrest, indictment, conviction, no contest or guilty plea, or other adjudication of the student for any felony, any offense involving moral turpitude, and any of the other offenses as indicated below:

1. Crimes involving school property or funds
2. Crimes involving attempt by fraudulent or unauthorized means to obtain or alter any certificate or permit that would entitle any person to hold or obtain a position as an educator
3. Crimes that occur wholly or in part on school property or at a school sponsored activity
4. Crimes involving moral turpitude, which include:
   - Dishonesty; fraud; deceit; theft; misrepresentation;
   - Deliberate violence;
   - Base, vile, or depraved acts that are intended to arouse or gratify the sexual desire of the actor;
   - Felony possession, transfer, sale, distribution, or conspiracy to possess, transfer, sell, or distribute any controlled substance defined in Chapter 481 of the Health and Safety Code;
   - Acts constituting public intoxication, operating a motor vehicle while under the influence of alcohol, or disorderly conduct, if any two or more acts are committed within any 12-month period; or
   - Acts constituting abuse under the Texas Family Code.

Failure to report charges to Dr. Jodi Maker, Director of School Partnerships, in the prescribed time period may result in disciplinary action, up to and including termination of field placement.

*A student will not be asked to disclose any details to UTSA. The Field Placement Office will simply contact the district(s) in which the student is placed and make the district aware that an incident occurred and set up any meeting etc. between the student and district office.

If you have any questions regarding this addendum please contact the Director of School Partnerships at jodi.maker@utsa.edu.

Director of School Partnerships
Dr. Jodi Maker

Field Placement Coordinators
Dr. Anna Canter
Kay Montgomery
Ron Thomas