**Criminal Background Check**

All students with a field placement must complete and pass a Criminal Background Check before being assigned to a school. Criminal Background Check forms vary by district and will be emailed to you by the Assistant Director of Preclinical Field Experiences. All students must be cleared before receiving a field placement.

**Please adhere to the deadlines identified in the email!** If you do not complete the online forms by the designated deadline or if your background check is not cleared, you may be asked to drop the course. If you are not cleared by the first district, you will be given the chance to submit the background check forms at another district. If the second district does not clear your background check, then you will have a meeting with the Assistant Director of Preclinical Field Experiences to look into your next steps.

**Background Check Addendum**

A student **must** notify the Assistant Director of Preclinical Field Experiences in the UTSA Office of Professional Preparation & Partnerships 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 other offenses listed on the Background Check Addendum.

Failure to report any charges to the Assistant Director of Preclinical Field Experiences within three calendar days may result in disciplinary action including the termination of the field placement.

**Background Check Addendum Acknowledgment**

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

- Acts constituting abuse under the Texas Family Code

Failure to report charges to Dr. Youmna Dbouk, Assistant Director of Preclinical Field Experiences, 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.

By checking "yes" on the statement below, each student acknowledges that they read and understood the background addendum above. The background addendum is available for students on the Field Placement course's Blackboard.