

FBI and BCI Background Check Request

Please check one or both: FBI (\$35)

☐

BCI (\$35)

☐

Name

Date of Birth

Address / City / Zip Code

Email Address

Social Security Number

Phone Number

School District Requesting Background Check

Please check your race:

Caucasian or Hispanic Descent ☐

Black ☐

Asian or Pacific Islander ☐

Middle Eastern ☐

Native American ☐

Unknown or Indeterminable ☐

Please mark which category your position is at the School District.

___ Licensed Employees – Teachers and Aides

3319.291 (Employees – Licensure with The Ohio Department of Education)

Code is for both BCI & FBI.

___ Non-Licensed Employees – non teaching

3319.39B1 (School Employees – non teaching positions) BCI code

3319.39 (Public School District and School Bus Drivers) FBI code

___ Bus Drivers

3327.10 (School Bus Driver) BCI code

3319.39 (Public School District and School Bus Drivers) FBI code

A request will be made to the State Attorney General's office for your background check to be sent digitally to The Ohio Department of Education and to your district superintendent's office as well.

Continue to other side

By signing this form, I certify that the personal identifiers provided on this form are accurate and I voluntarily and knowingly authorize the Ohio Bureau of Criminal Identification & Investigation to conduct a criminal records check for the information relating to me. I also voluntarily and knowingly authorize BCI & I to disseminate criminal arrest, conviction, and juvenile delinquency adjudication records. I acknowledge that all information on this form is accurate. Any mistakes or errors on this form are my responsibility.

Signature

Date

Please read and initial below

_____ I have reviewed the information entered on this form, and I acknowledge that all information provided is accurate. I also understand that any mistakes or errors on this form are my responsibility.

_____ I have reviewed the information entered on the WebCheck screen, and I verify that all of the information is accurate.

_____ I have reviewed the FBI Noncriminal Justice Applicant's Privacy Rights letter.

I was offered a copy of the Privacy Rights letter and:

_____ Declined it.

_____ Took it with me.

_____ Requested that it be sent to me at the email address provided on this form.