

**Criminal Offense Disclosure Form**  
**UUA Religious Education Credentialing Program**  
 November 2007

Name \_\_\_\_\_

Date of Birth \_\_\_\_\_ Social Security Number \_\_\_\_\_

Former Names/aliases/a.k.a \_\_\_\_\_

Driver's License numbers (if known) and/or names of issue, states of issue \_\_\_\_\_

**Disclosure of Criminal Offense Record: List all arrests, convictions, and serious motor vehicle infractions (other than minor traffic violations) incurred as an adult regardless of how long ago.**

Date of Criminal Offense Estimate date if not known	Criminal Offense	Location (City, State) Arresting Agency

<b>Explain the circumstances of any criminal offense listed above (attach additional pages if necessary).</b>

**Important:** This form is required of all applicants to the UUA Religious Education Credentialing Program. Disclosure must be made on application to the program. Any change that occurs while in the program or while holding a UUA Religious Education credential must be disclosed to the Religious Education Credentialing Committee (RECC) as soon as possible. Disclose all history of arrests, convictions and serious motor vehicle infractions. This includes all felonies, misdemeanors, and serious traffic offenses if they meet the criteria below. Complaints, arrests, and convictions related to substance use must be reported.

Serious traffic offenses including, but not limited to, "Reckless Driving," "Driving Under the Influence" (DUI), "Criminal Driving While Suspended," "Failing to Perform the Duties of a Driver", "Attempting to Elude a Police Officer", and "Homicide by Vehicle" must be listed if it resulted in an arrest or conviction.

Criminal offenses are evaluated by the RECC on an individual basis with consideration given to the nature and circumstances of the offense. The existence of a criminal offense record is not

necessarily cause for disqualification of an application, dismissal from the program, and/or revocation of a credential.

If you fail to list any part of your criminal offense history, including but not limited to: omission, intentional falsification, or any failure to disclose for any reason and at any time, your application to the program may be disqualified, you may be dismissed from the program, and/or your credential may be revoked by the RECC).

***When a Religious Education Credentialing candidate submits a portfolio and other completion materials to the RECC, s/he must also furnish a background check from an agency approved by the RECC. The cost of the background check will be borne by the candidate and the report must be supplied directly to the RECC by the investigating agency. All reports will become the property of the UUA. No credential will be awarded except on the successful completion of the background check. The RECC reserves the right to contact references, supervisors, and other individuals to clarify and/or verify information supplied in the candidate's completion materials/portfolio. In rare cases the RECC may deem it necessary to share the findings of the background check with the candidate's current congregation or organization.***

**Signature and Release:**

I certify that this information on my criminal offense record is correct and complete. I understand that providing false or incomplete information or withholding by omission or intention pertinent information may be cause for disqualification of an application, dismissal from the program, and/or revocation of a credential. I understand that the RECC may contact references, supervisors, and other individuals to clarify information supplied in the candidate's completion materials/portfolio. I understand that a candidate must furnish a background check from an agency approved by the RECC, the cost of which will be borne by the candidate, that the report must be supplied directly to the RECC by the investigating agency and that reports will become the property of the UUA. I understand that in rare cases the RECC may deem it necessary to share the findings of the background check with the candidate's current congregation or organization.

Signature\_\_\_\_\_

Date\_\_\_\_\_