

Shelter Name:	Applicant Consent Form for Fingerprinting for Criminal Background Check (CBC)
Shelter Address:	

Part 1. Applicant Information (Please Print)		
Last Name:	First Name:	MI:
Date of Birth:	Social Security Number:	
Applicant address:	Applicant type:	
Facility/Provider:		

Part 2. Attestation

- I have been advised that as part of the application process, the law requires the publicly-funded emergency shelter for families with children and/or provider of services to the publicly-funded emergency shelter for families with children listed above to request a criminal history information check with the NYS Division of Criminal Justice Services (DCJS) and authorizes the publicly-funded emergency shelter for families with children and local social services district to review and evaluate the results of the criminal history information check received by DCJS. A conviction for certain crimes may make me ineligible for employment.
- I consent to having my fingerprints taken and submitted for the purpose of a criminal history information check to DCJS.
- I have been advised that procedures exist for me to obtain, review and, if necessary, seek correction of my criminal history information pursuant to regulations established by DCJS in 9 NYCRR Part 6050.
- I have been advised that I have the right to withdraw my application for employment or volunteer service without prejudice, any time before employment or volunteer service is offered or declined, regardless of whether the authorized person of the publicly-funded emergency shelter for families with children or provider of services has reviewed the summary of any criminal history information.
- I have been advised that the results of the criminal history information check forwarded to the publicly-funded emergency shelter for families with children by DCJS shall be confidential pursuant to the applicable state laws, rules and regulations, and shall only be disclosed to persons authorized by law. Criminal history information will be considered pursuant to Article 23-A of the NYS Correction Law in making hiring determinations.
- I affirm that the fingerprints submitted will be my own and that the information I have provided is true, complete and accurate.
- I certify to the best of my knowledge that I: (check as appropriate)
 - have been convicted of a crime in New York State or any other jurisdiction.
 - have pending arrest charges.
 If checked, provide details:
- I have been advised that, as part of the criminal history information check, the publicly-funded emergency shelter for families with children will check whether I am in the Statewide Central Register Database which is maintained by the Office of Children and Family Services.
- I have been advised that my social security number is being requested so that the publicly-funded emergency shelter for families with children provider and/or provider of services to the publicly-funded emergency shelter for families with children may check whether I am on the Staff Exclusion List which is maintained as part of the Vulnerable Persons' Central Register and that such check is required by Social Services Law §495 and will be performed prior to the criminal history information check. 14 NYCRR Part 702 provides for the collection of social security numbers for this purpose and the failure to provide my social security number may preclude me from being considered for the position applied for.

Applicant Signature		Date:
Signature Parent/ Guardian if Applicant under 18		Date:
Part 3	Facility of Provider Agency Authorized Person Information	
Name:		Title:
Signature:		Email: