

**CEDAR SPRINGS PUBLIC SCHOOLS**  
**204 E Muskegon Street**  
**Cedar Springs, MI 49319**

**CONSENT FORM**

**Criminal History File Search**

As a prospective employee/volunteer of Cedar Springs Public Schools, I understand that it is this school's policy to secure conviction criminal history information as part of their pre-employment screening process using the information provided below.

NAME \_\_\_\_\_  
Last First Middle

Maiden name/names previously used: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Race: \_\_\_\_\_ Sex: \_\_\_\_\_

I understand that the above information is required by the Central Records Division of the Michigan State Police, Lansing, Michigan. I authorize Cedar Springs Public School to utilize the above information for the sole purpose of obtaining a conviction only on Criminal History File Search.

\_\_\_\_\_  
Signature Employee/Volunteer Date

Please tell us who you are associated with:

- Student: \_\_\_\_\_
- Teacher: \_\_\_\_\_
- Organization: \_\_\_\_\_

**Please return this form to your child's building office.**