

OKLAHOMA STATE DEPARTMENT OF EDUCATION APPLICATION FOR CRIMINAL HISTORY RECORD SEARCH

PART I

Personal Information of Individual Being Investigated

In accordance with Oklahoma State Statute Title 70 §5-142, the State Board of Education requests criminal history information on:
(Please type or print plainly in ink, do not use pencil. Scratch-outs, mark-overs, or whiteouts are not allowed. All information must be provided.)

Name (Print) _____
(last)
(first)
(middle)

AKA or Maiden Name (if applicable) _____ Social Security Number _____

Date of Birth _____ RACE _____ SEX _____

PART II

Superintendent's Request for Criminal History Record Search

The undersigned certifies that the information will not be disseminated except in compliance with Title 70 O.S. §5-142, and that the local board of education has approved the requesting of said information.

_____	_____
(School District Name)	(Applicant's Position)
_____	_____
(School District Address)	(Identify if Child Care Worker)
_____	_____
(School District Address)	(School District Telephone Number)
_____	_____
(Superintendent or Designated Agent)	(Date)

Select Type of Search (State or National) and Method of Payment	
<input type="checkbox"/> State Search Fee: \$15 (Searched by: Name, Social Security Number, and Date of Birth) (Provides information of arrest, charges and/or convictions of serious misdemeanors or felonies that occurred in Oklahoma and were reported to the Oklahoma State Bureau of Investigation (OSBI))	<input type="checkbox"/> National Search FEE: \$41 (Searched by: Fingerprints, Name, Social Security Number, and Date of Birth) (Provides information of arrest, charges and/or convictions of serious misdemeanors or felonies reported to the Federal Bureau of Investigation [FBI] by all states)
Method of Payment: (Select One) <input type="checkbox"/> Money Order or Certified Check (payable to the OSBI) <input type="checkbox"/> Public School District Purchase Order Number: _____	
NOTE: All criminal history record information provided by the Oklahoma State Bureau of Investigation is based upon fingerprints taken by the contributing law enforcement or criminal justice agency at the time of arrest and/or incarceration. This information is furnished by the OSBI in compliance with the Oklahoma Open Records Act, 51 O.S. §24A.1., et seq., and may include arrest and/or conviction data for serious misdemeanors and felonies.	

PART III

STATE DEPARTMENT OF EDUCATION USE ONLY	OSBI USE ONLY
The undersigned certifies the State Board of Education has received this application from an approved requester. _____ (Director, School Personnel Records) _____ (Date)	