

**MIDDLE TENNESSEE STATE UNIVERSITY
ARREST AND CONVICTION SELF-DISCLOSURE FORM**

This form must be completed for the purpose of disclosing any arrest or conviction for an offense enumerated in the list below that has occurred since the individual's previous criminal background check.

Failure to disclose a known arrest or conviction may result in disciplinary action up to and including termination. Further, after completing this form, individuals must report any subsequent arrests or convictions within 72 hours of such arrest or conviction.

Completed forms are to be submitted to the Assistant Vice President for Human Resource Services. If the individual filling out this form is unsure if an arrest or conviction is a reportable offense, it is the individual's responsibility to contact the Assistant Vice President for Human Resource Services for clarification.

PERSONAL INFORMATION

Full legal name (printed): _____

Email Address: _____

M Number: _____

Program or Activity: _____

Name of Program Director _____

REPORTABLE OFFENSES

Arrests or convictions for the offenses listed below must be disclosed according to University policy.

Any felony, in any degree, either listed under Tennessee Criminal Code Title 39 (Criminal Offenses) or a similar statute in another state, United States territory, or foreign nation, including, but not limited to:

- Murder, manslaughter or homicide
- Criminal solicitation
- Conspiracy
- Assault, including domestic assault
- Reckless endangerment
- Vehicular assault
- Burglary
- Robbery
- Theft

- Receiving stolen property
- Forgery
- Issuing a bad check
- False imprisonment
- Kidnapping
- Custodial interference
- Human trafficking
- Arson
- Violation of an order of protection or restraining order
- Unlawful use of credit card
- Endangering the welfare of a child
- Hate crime
- Stalking
- Unlawful carrying or possession of a weapon
- Solicitation
- Identity theft

- Any crime, either misdemeanor or felony, as described in Tennessee Code Annotated Title 39, Chapter 13, Part 5 or any other misdemeanor or felony in which a component of the offense deals with a sexual offense, including those offenses dealing with child pornography.

- Any crime, either misdemeanor or felony, dealing with the illegal possession, use, sale, distribution or trafficking of illegal drugs, narcotics, or prescription medications, as detailed in Tennessee Code Annotated Title 39, Chapter 17, Part 4.

- Any misdemeanor where the main component of the crime deals with an act of violence.

REPORT OF ARREST OR CONVICTION

I report I have been arrested for or convicted of an offense(s) as listed in the “Reportable Offenses” or similar offense(s). I have listed below the crime(s) for which I was arrested or convicted, the dates of arrest or conviction, and if applicable, the sentence for the conviction.

Signature: _____ Date: _____