Sisseton-Wahpeton Oyate

SUPPLEMENTAL APPLICATION FOR CHILD CARE CONTACT POSITIONS

Title of Position Applied For:_____ Today's Date:_____

Section 408 of Public Law 101-630, the Indian Child Protection and Family Violence Prevention Act, requires a criminal record check for positions that involve regular contact with or control over Indian children. Specific policies and procedures for achieving compliance with this Federal law are set forth in the Sisseton-Wahpeton Oyate Personnel Policies, Chapter IV. EMPLOYMENT REQUIREMENTS FOR POSITIONS INVOLVING REGULAR CONTACT WITH OR CONTROL OVER INDIAN CHILDREN.

Part A. General Information:

1. Applicant's Full Legal Name: _____ / _____ / _____
   First Middle Last

2. Social Security Number: ___ - __ - ____ 3. Date of Birth: ___ / ___ / ___
   Month Date Year

4. Place of Birth: _____ / _____ / _____
   City/Town State Country

5. Gender of Applicant: _____Male _____Female 6. Race:_____

7. Height:_____ Weight:_____ Hair Color:_____ Eye Color:_____

8. Other Names Ever Used *(for example, maiden name, previous marriages, aliases, nicknames, etc.)*:

   - _____
   - _____
   - _____
   - _____
   - _____

9. Current Phone Numbers *(Include Area Codes)*:

   Day:_____
   Night:_____
   Cell Phone:_____

Adopted by SWO Resolution No.: 04-133 on December 9, 2004

10. List All Prior Places You Have Lived (Since Birth), including residences, schools, universities, and military duty stations: *Attach more pages, if necessary.*

PHYSICAL ADDRESS:	CITY:	COUNTY:	STATE:	DATES:

Part B. Military Service:

11. Have you served in the United States Military Service? _____ Yes _____ No

If you answered "YES", please list the branch, dates, and type of discharge for all active duty military service.

BRANCH:	FROM:	TO:	TYPE OF DISCHARGE:

Part C. Self Declaration for Employment: Individuals who declare, through this form, that they have been arrested, charged with, or convicted of any of the offenses listed in this part (items 12-17) are not automatically disqualified from being hired. The Sisseton-Wahpeton Oyate will review each application on a case-by-case basis to assess relevance of an arrest, charge, or conviction to a hiring decision. If you are attaching information, please write your name and the applicable question number *(from the following selection)* on each page.

#	CRIMINAL BACKGROUND INFORMATION:	YES	NO
12.	Have you ever been arrested for or charged with a crime involving a child? *If YES, please provide date, explanation of the violation, disposition of the arrest or charge, place of occurrence, and the name and address of the police department or court involved.*		
13.	Have you ever been found guilty of or entered a plea of *nolo contendere* (no contest) or guilty of, any offense under Federal, State, or Tribal Law involving crimes of violence, sexual assault, molestation, contact or prostitution, or crimes against persons? *If YES, please provide date, explanation of the violence, description of the arrest or charge, place of occurrence, and the name and address of the police department or court involved.*		

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For questions 14, 15, and 16 – your answers should include convictions resulting from a plea of *nolo contendere* (no contest), but omit: (1) traffic fines of $300 or less; (2) any violation of law committed before your 16th birthday; (3) any violation of law committed before your 18th birthday if finally decided in juvenile court or under a Youth Offender law; (4) any conviction set aside under the Federal Youth Corrections Act or similar Tribal or State law; and, (5) any conviction whose record was expunged under Federal, Tribal or State Law.

#	CRIMINAL BACKGROUND INFORMATION:	YES	NO
14.	During the last 10 years, have you been convicted, been imprisoned, been on probation, or been on parole? (Includes felonies, firearms or explosives violations, misdemeanors, and all other offenses.) *If YES, please provide date, explanation of the violation, place of occurrence, and the name and address of the police department or court involved.)*		
15.	Have you been convicted by a military court-martial in the past 10 years? (If no military service, answer "NO"). *If YES, please provide the date, explanation of the violation, place of occurrence, and the name and address of the military authority or court involved.*		
16.	Are you now under charges for any violation of law? *If YES, please provide the date, explanation of the violation, place of occurrence, and the name and address of the police department or court involved.*		
17.	During the last 5 years, were you fired from any job for any reason, did you quit after being told that you would be fired, did you leave any job by mutual agreement because of specific problems, or were you debarred from Federal employment by the Office of Personnel Management? *If YES, please provide an explanation of the problem and reason for leaving, and the employer's name and address.*		

Part D. Certifications[1]:

I hereby certify that I understand the two, following things as I submit this supplemental application for employment for a position that will involve regular contact with and control over Indian children:

1. My response to these questions is made under penalty of perjury, which is punishable by fines of up to $2000 or 5 years imprisonment, or both.
2. I have received notice that a criminal check will be conducted.

I understand my right to obtain a copy of any criminal history report that is made available to the Sisseton-Wahpeton Oyate from the agency that issues it and that it is my right to challenge the accuracy and completeness of any information contained in the report.

_____ Signature of Applicant

_____ Date

SIGNATURE, CERTIFICATE, AND RELEASE OF INFORMATION

THIS INFORMATION IS REQUIRED UNDER P.L. 101-630, 101-647, AND APPROPRIATE AMENDMENTS

I certify that I have been notified by the Sisseton-Wahpeton Oyate that a criminal background check, utilizing my fingerprints, social security number, and the information I am providing in this supplemental application, will be required as a condition of employment. I further understand that retention in this position is contingent upon satisfactory results from this investigation. I understand my right to obtain a copy of any criminal history report made available to the Sisseton-Wahpeton Oyate from the agency that issues it, as well as my right to challenge the accuracy and completeness of any information contained in the reports.

I consent to the release of information about my ability and fitness for Tribal employment by employers, schools, law enforcement agencies and other individuals and organizations to the Human Resources Office, their designated agents, and other authorized officials of the Sisseton-Wahpeton Oyate. I understand that any information I give may be investigated for the purposes of determining suitability for employment in positions involving regular contact with and control over Indian children, as allowed by Law.

I certify that, to the best of my knowledge, all statements are true, correct, complete, and made in good faith. I understand that intentional false statements may be grounds for not hiring me or for firing me after I begin work and may be punishable by fine or imprisonment. (U.S. Code, Title 18, Section 1001).

_____ Signature of Applicant

_____ Date

[1] Section 231 of the Crime Control Act of 1990, Public Law 101, 647, requires that employment applications for Federally funded child care positions have applicants sign a receipt of notice that a criminal record check will be conducted.