

To complete this form electronically,
it must be opened in *Adobe Reader!*

WASHINGTON STATE PATROL
Request for Conviction Criminal History Record (RCW 10.97)

Instructions: Please complete Section A and return the form to the school office to be processed. This form must be completed and returned to the office no less than two (2) week prior to the activity for which the request is being made.

Note: The school district will conduct a records search using the Washington State Patrol Criminal History database. The results are furnished solely on the basis of name and/or description similarity with the subject information provided. Additional information (which may include a thumbprint) may be necessary for positive identification or non-identification.

(A) Subject Information

<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	
Last Name of Applicant	First Name	Middle Name	
<input style="width:95%;" type="text"/>			
Alias/Maiden name			
<input style="width:15%;" type="text"/>	<input style="width:15%;" type="text"/>	<input style="width:15%;" type="text"/>	<input style="width:55%;" type="text"/>
Date of birth	Gender	Race	Daytime Phone Number
<input style="width:95%;" type="text"/>			<input style="width:95%;" type="text"/>
Student Name			School
<input style="width:95%;" type="text"/>			
Reason (i.e.: volunteer at school, field trip, event, etc.)			
I authorize Arlington Public Schools to conduct a criminal background check for me through the Washington State Patrol system.			
Original signature required! Please print and sign. <i>(This notation will not print.)</i>			Date
_____ Applicant's Signature			_____

(B) Requestor Information (SCHOOL USE ONLY)

<input style="width:95%;" type="text"/> Name of Requestor <input style="width:95%;" type="text"/> Title Arlington Public Schools <input style="width:95%;" type="text"/> School/Department <input style="width:95%;" type="text"/> Address Arlington, WA 98223 **Original signature required! Please print and sign.** <i>(This notation will not print.)</i> _____ Requestor's Signature	Received _____ initials _____ Search conducted _____ initials _____ <input type="checkbox"/> Record is clear <input type="checkbox"/> Record is not clear Principal Approval Rec'd (if applicable) _____ initials _____ Supt. Approval Rec'd (if applicable) _____ initials _____ <input type="checkbox"/> Approved <input type="checkbox"/> Denied Valid Until* <input style="width:150px;" type="text"/> <small>*Generally 2 years from the date of this search.</small> Applicant notified (if denied) _____ initials _____ Posted to Skyward (if approved) _____ initials _____
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