



Volunteer Application

This form is to be used in conjunction with Board Policy 3120.09 to provide guidance and requirements for individuals who wish to volunteer in any LCS school facility.
PLEASE ALLOW UP TO 10 BUSINESS DAYS FOR PROCESSING

Name of Volunteer:	
Child/ren's First/Last Name(s):	
Name of School(s):	
Volunteer's Mailing Address:	
Home/Cell Phone #:	
Work Phone #:	
E-mail Address:	

I understand that misrepresentation or omission of facts required in this application is cause for rejection of the application or termination of any volunteer services you are involved in at the time such misrepresentation becomes known.

Applicant will receive written notification when application is approved.

As a prospective volunteer of Lapeer Community Schools, I understand that part of the volunteer screening process is to conduct a Criminal History (ICHAT), Sex Offender Registry (PSOR), and Offender Tracking Information System (OTIS) check using the **REQUIRED INFORMATION** provided by me below:

Full Legal Name:	Last Name	First Name	Middle Initial
Maiden or Previously Used Name:	Last Name	First Name	Middle Initial
Birthdate xx/xx/xxxx:		Race:	
Sex:	☐ Female ☐ Male		
Have you ever been convicted of a felony?		☐ NO ☐ YES	
If yes, explain below when, where and the nature of the offense:			

I understand that the above information is required by the Central Records Division of the Michigan State Police, Lansing, Michigan. I authorize **Lapeer Community Schools** to utilize the above information for the sole purpose of obtaining a "conviction-only" criminal file search. If approved as a volunteer:

1. I confirm I have been provided with a copy of Board Policy 3120.09 volunteers and agree to abide by all LCS policies and guidelines.
2. I release LCS of any obligation should I become ill or receive injury as a result of my services.

Applicant's Original Handwritten Signature:		Date:	
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Office Use Only

Application Approved by:		Expiration Date:	
Criminal History (ICHAT) Check/Date		Public Sex Offender Registry (PSOR) Check/Dat	
Offender Tracking Information System (OTIS) Registry Check/Date			