Statement of Disclosure Concerning all Prior Convictions

It is a requirement of the SC Department of Education (SCDE) and Clemson’s College of Education that prior to being admitted to the professional level of a teacher preparation program (completion of 60 credit hours) we collect a statement of disclosure concerning all prior convictions, including felonies and misdemeanors*. However, the College of Education collects this disclosure upon initial admission to a teacher preparation program or when changing majors into a teacher preparation program. Early collection allows students ample time to determine if a disclosed conviction will prevent them from completing the program and obtaining a SC teaching license.

Please complete this form as a requirement for your initial advising session.

Date _______________ Full Name (Please print) ____________________________________________

Clemson Student ID (not Social Security No.) __________________________

Clemson Username (Please print) __________________________________________

Major (Please print) _______________________________________________________

Advisor (Please print) ______________________________________________________

Please check the appropriate response below. If you check “I HAVE” you may wish to contact the SCDE Office of Educator Services (email certification@ed.sc.gov or phone (803) 896-0325, to determine if any prior conviction could impact your ability to obtain a SC teaching license.

_____ I HAVE NOT had any prior convictions including felonies and misdemeanors*.

_____ I HAVE a prior conviction which may include a felony or misdemeanor*.

Explain: _________________________________________________________________

_______________________________________________________________________

_______________________________________________________________________

_______________________________________________________________________

Signature _______________________________________________________________

*Misdemeanor - a lesser crime punishable by a fine and/or county jail time for up to one year. Misdemeanors are distinguished from felonies, which can be punished by a state prison term. They are tried in the lowest local court such as municipal, police or justice courts. Typical misdemeanors include: petty theft, disturbing the peace, simple assault and battery, drunk driving without injury to others, drunkenness in public, various traffic violations, public nuisances and some crimes which can be charged either as a felony or misdemeanor depending on the circumstances and the discretion of the District Attorney.

Felony - 1) a crime sufficiently serious to be punishable by death or a term in state or federal prison, as distinguished from a misdemeanor which is only punishable by confinement to county or local jail and/or a fine. 2) a crime carrying a minimum term of one year or more in state prison, since a year or less can be served in county jail. However, a sentence upon conviction for a felony
I **HAVE** a prior conviction which may include a felony or misdemeanor: Directions for What to do Next

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If you checked “I **HAVE** a prior conviction which may include a felony or misdemeanor” you may wish to contact the SCDE Office of Educator Services (email certification@ed.sc.gov or phone (803) 896-0325, to determine if any prior conviction could impact your ability to obtain a SC teaching license. To help expedite the process please use the subject line: *Question Regarding Background Check Clearance for Certification*.

You may also wish to contact Bill Millar in the Office of Field and Clinical Partnerships and Outreach. Mr. Millar can be reached by email hmillar@clemson.edu or phone (864) 656-7692.

**It is important to note that the ultimate decision regarding your ability to obtain a SC teaching license, based on you criminal record, resides with the SC Department of Education and not with Clemson University’s College of Education.**

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