



Consent For Background Check

Conducting a personal background check is a standard best practice of quality volunteer program management, especially when volunteers may work with youth or vulnerable adults. UW-Extension Master Gardener Volunteers (MGV) often have opportunities to conduct such work. Part of the MGV application process in Wisconsin includes conducting a criminal background check. Wisconsin statute 19.35(3) provides that most records maintained by state and local government agencies are open to the general public for inspection. All adult criminal records in the CIB database are included in the open record rule.

If you have had a recent background check through 4-H, you are exempt from an additional background check if your 4-H Agent signs the statement on the reverse of this form.

Please Note: A criminal record will not automatically disqualify an applicant. Determinations will be made on a case-by-case basis, with severity and when the incident occurred being considered.

County of training: _____

Full Legal Name:

first

middle

last

Sex: Male
 Female

Race*: White
 Black
 Asian or Pacific Islander
 American Indian or Alaskan Native

Ethnicity: Hispanic
 Non-hispanic

* Only those race codes listed are available for use. See reverse for detailed explanation of race codes.

Date of Birth: ____ / ____ / ____ Social Security Number: ____ - ____ - ____
(month / day / year)

List any other legal names you have been know by (including a maiden name; leave blank if none):

The exemption on the reverse of this form has been signed by the 4-H agent in my county.

I have lived at the same address for the last 3 years. If not, please complete the address history section on the reverse side of this form.

I certify that the above information is correct. I authorize the University of Wisconsin-Extension Master Gardener Program Office to contact the Department of Justice (or equivalent agency) in my state of residence to conduct a search of their adult criminal records and to release this information to the UW-Extension MG Program Office.

Volunteer Signature: _____ Date: _____

This form will be handled in a confidential manner.

Race Codes:

Criminal history inquiries use the same standard race codes used by criminal justice agencies when submitting criminal history information. These codes have been standardized by the Federal Bureau of Investigation. You may notice that Hispanic is not included in these codes. The FBI classifies Hispanic as an ethnic indicator, not a race. Hispanics should enter the race code most closely representing the individual. Ethnicity is recorded only for Civil Rights reporting purposes.

Those race codes are:

A	Asian or Pacific Islander	a person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian sub-continent or the Pacific Islands
B	Black	a person having origins in any of the black racial groups of Africa
I	American Indian or Alaskan Native	a person having origins in any of the original peoples of the Americas and who maintains cultural identification through tribal affiliations or community recognition
W	White	a person having origins in any of the original peoples of Europe, North Africa or Middle East
U	Unknown	

Exemption from Background Check

Individuals who have had a recent background check through 4-H can be exempted from an additional background check if this section is completed. Background checks from any other organizations will **not** be accepted.

I certify that _____ of _____ County successfully passed
Full name of applicant to MG Program Name of county
the background check required to become a 4-H Adult Leader in 20____.
year

4-H Agent Signature: _____ Date: _____

Address History

If you have not resided at the same address for the previous three (3) years, please provide the dates and address(es) where you lived during this time.

Dates	_____	Dates	_____	Dates	_____
Address	_____	Address	_____	Address	_____
City	_____	City	_____	City	_____
State	_____	State	_____	State	_____
Zip Code	_____	Zip Code	_____	Zip Code	_____