



## DIVISION OF ELEMENTARY & SECONDARY EDUCATION

The Arkansas State Police (ASP), in collaboration with the Division of Elementary and Secondary Education (DESE) will allow flexibility on the 14-day requirement to have fingerprints taken. This will allow individuals **up to 180 days to present the transaction I.D. and complete the fingerprinting process.** Background checks will still need to be initiated.

## Admission and Licensure Background Checks

- **For Program Admission**

All candidates seeking admission to an initial licensure program must complete both parts of the background check process as a requirement for program admission. This process can take 3-4 weeks to complete. Begin this process early so that it does not delay acceptance into the teacher education program.

- **For Initial and Provisional Licenses**

Provisional and initial licenses require an approved criminal history check (ASP & FBI) and Arkansas Child Maltreatment Central Registry check that is **less than one year old.**

## Background Check Process

### Step One: **Online Background Check Consent Form**

- Select the correct reason for your background check: Teacher (Pre-Service).

### Step Two: **Background Check Payment**

- Use **8800002** for the Verification Code
- Select **EDUC Teacher (Pre-Service)** for Reason Fingerprinted
- Print your consent form and payment receipt

### Step Three: **List of Approved Live Scan Locations**

- **In-state applicants** proceed to your nearest Approved Live Scan Location to complete the fingerprinting process. At your scheduled Live Scan appointment, bring the following:
  - Your printed consent form (from Step 1 above)
  - Your printed payment receipt with Transaction ID (from Step 2 above)
  - Your government issued ID (e.g., driver's license)
- **Out-of-state applicants** must obtain a pre-printed fingerprint card from the Arkansas Department of Education (ADE). You may do this by submitting your name and mailing address to: [ade.educatorlicensure@ade.arkansas.gov](mailto:ade.educatorlicensure@ade.arkansas.gov).

## Step Four: Arkansas Child Maltreatment Central Registry Check

- This process should be completed online. Before submitting the Arkansas Child Maltreatment Central Registry Request Form, this form must be signed in the presence of a notary. A **fee of \$11.00** is required. Pre-service and currently licensed teachers, **mark Licensed Teacher** as the applicant type. Allow 7-10 days for your Child Maltreatment Registry Check to be **Approved**. If you have questions or problems, contact the Arkansas Department of Human Services at (501) 682-0405.

## Step Five: Verify Your Background Check is Approved

- Please allow **four weeks** for the background clearance status to be determined before contacting Arkansas Department of Education
- **Login** to your account at the Arkansas Educator Licensure System (AELS) <https://aels.ade.arkansas.gov/AELS/Account/TeacherLogin.aspx>
- **Select** View current license information
- You have completed the background check process when “cleared dates” that are less than one year apart are recorded in the following boxes marked in **red** below:

Non-Criminal Background Information (NCBC)		Status:	Cleared
NCBC Action Date:	6 Month Effective Date:	6 Month Expiration Date:	
ASP Cleared Date: 11/30/2020	FBI Cleared Date: 12/10/2020	Central Registry Cleared Date: 1/7/2021	

## Disqualifying Offenses

Arkansas State, FBI, and Child Maltreatment Central registry background checks are required for student teaching internship, first time licensure and all licensure renewals, first employment or change of employment in a public school, charter school, or education service cooperative.

*Arkansas Code Ann. §§ 6-17-410 and 6-17-414* identify the disqualifying offenses. A summary list may be found at: [Disqualifying Offenses](#) (PDF).

### For more information, please contact:

#### Clara Toney, Public School Program Advisor

Office of Educator Licensure  
Arkansas Department of Education  
Four Capitol Mall, Room 102-B  
Little Rock, AR 72201  
Phone: 501-682-4342  
Fax: 501-682-4898  
Email: [Clara.Toney@arkansas.gov](mailto:Clara.Toney@arkansas.gov)

#### Whitney James, Educator Licensure Attorney

Office of Educator Licensure  
Arkansas Department of Education  
Four Capitol Mall, Room 104-B  
Little Rock, AR 72201  
Phone: 501-682-0116  
Fax: 501-682-4898  
Email: [Whitney.James@ade.arkansas.gov](mailto:Whitney.James@ade.arkansas.gov)

### BACKGROUND CHECK CONSENT FORM

#### STEP 2. APPLICANT INFORMATION

##### Employer

**Employer** (for Pre-Service Teacher, select the educator preparation program)

(Please Choose Employer)

If your employer is not listed, select Arkansas Department of Education

##### Applicant Name

**First Name**

First Name

**Middle Initial**

MI

**Last Name**

Last Name

**Suffix**

Suffix

**Any Alternative Names, Last Names, Former/Maiden Names, or Aliases (optional)**

Alternative Names, Last Names, Former/Maiden Names, or Aliases

##### Applicant Information

**Place of Birth** (State or Country)

Place of Birth

**Date of Birth**

MM/DD/YYYY

**Social Security Number**

Social Security Number

**Driver License State**

Arkansas

**Driver License Number**

Driver License Number

##### APPLICANT Address

Applicant Address

**City**

City

**State**

Arkansas

**ZIP Code**

ZIP

**Sex**

(Choose)

**Race**

(Choose)

**Eye Color**

(Choose)

**Hair Color**

(Choose)

**Height Feet**

FT

feet

**inches**

IN

inches

**Weight**

Weight

lbs

**Telephone Number** (NOT your employer's telephone)

Telephone

**Email Address** (NOT your employer's email address)

Email Address

Please verify your information before continuing.  
To insure the security and privacy of your information, once you leave this page, you cannot make any changes without starting a new form.

Continue >



### Instructions for Payment for Online Arkansas State Police and FBI Background Checks

1. Go to [www.ar.gov/ADEbackground](http://www.ar.gov/ADEbackground)
2. Choose a School District or if unknown or not applicable select Arkansas Department of Education
3. Reason Fingerprinted-**make sure you choose the correct reason**

\*Reason Fingerprinted

\*Email Address

Choose Reason

EDUC Employment (Classified)

EDUC Employment (Fiscal Officer)

EDUC Employment (Substitute Teacher)

EDUC Licensed (Teacher) Transfer of employment

EDUC Teacher (Licensure, Renewal, Lifetime)

EDUC Teacher (Pre-Service)

4. Enter email address and click Submit button to go to the next page.
5. Please fill in all required fields.
6. Complete payment summary page and click confirm button.
7. After verifying your information click the submit button to complete the transaction.
8. A printable receipt (example shown below) will appear with a transaction number at the bottom. The Live Scan Site must have this transaction number to complete the FBI fingerprinting.
9. Once you have a made your payment, **bring your receipt from the online payment**, which has a transaction number and a **Government Issued Photo ID to the Live Scan site**, located in Arkansas ONLY. [Map of Live Scan sites.](#)
10. Total cost is \$38.25 for both the ASP and FBI background checks
11. Debit or Credit Only

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EXAMPLE

**Thank you. Your payment is complete.**

Within 14 days you must present the transaction number below at time of fingerprinting **(or this submission will expire and another payment will be required).**

Your account will be charged by Arkansas GovPay - Arkansas Government Services.

**Payment Summary**

Amount Paid: \$36.25

**Arkansas.gov Total: \$38.25**

Payment Status: **Complete**

Order Date/Time: 01/01/2020 08:23:20 PM

Confirmation Number (Order Id): \*\*\*\*\*0123

Name on card: Red Wolf

Email Address: [red\\_wolf@smail.astate.edu](mailto:red_wolf@smail.astate.edu)

Phone Number: 870-999-0123

Billing Address: 123 RedWolf Blvd

State University, AR 72467

US

**Transaction Number:** EDC000000123



# ARKANSAS DEPARTMENT OF EDUCATION

## Online Background Check System

This site is used to **initiate** and **pay** for state and federal criminal records checks for preservice teachers, licensing of educators, and employment in an Arkansas public school district, charter school, education service cooperative, or other educational entity identified below.

This site may NOT be used to obtain a state or federal criminal records check for any reason other than one of the reasons listed below (for example, NO Department of Human Services background checks, hand gun personal carry, etc.) You must check the **CORRECT** reason.

After submission of this form, **print or save the receipt** and complete the process of fingerprinting as instructed by your employer and as provided in the Department of Education Rules Governing Background Checks.

Payment for the background checks is by debit or credit card only. **NO REFUNDS WILL BE ISSUED.**

**NOTE:** The Child Maltreatment Central Registry check is not available on this web page and may NOT be paid through this web page. See the instructions on the Department of Education website under Background Check Requirements.

Asterisk (\*) denotes required fields

### Begin Process

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\*Choose a School  
District/Location

  
(If unknown select 'Arkansas Department of Education')

\*Verification Code

(employer provided)

\*Reason Fingerprinted

\*Email Address

(For payment receipt)

**LIVE SCAN LOCATIONS**  
**EDUCATION SERVICE COOPERATIVES**

**Arch Ford Education Service Cooperative**

Phillip Young, Director  
101 Bulldog Drive  
Plumerville, AR 72127  
Phone: (501) 354-2269

**Arkansas River Education Service Cooperative**

Cathi Swan, Director  
912 West Sixth Avenue  
Pine Bluff, AR 71601  
Phone: 870-534-6129

**Crowley's Ridge Education Service Cooperative**

Pamela Castor, Director  
1606 Pine Grove Lane  
Harrisburg, AR 72432  
Phone: 870-578-5426

**Dawson Education Service Cooperative**

Darin Beckwith, Director  
711 Clinton Street, Suite 201  
Arkadelphia, AR 71923  
Phone: 870-246-3077

**DeQueen/Mena Education Service Cooperative**

John Ponder, Director  
305 South Hornberg Avenue  
Gillham, AR 71841  
Phone: 479-385-4319

**Great Rivers Education Service Cooperative**

Suzann McCommon, Director  
P.O. Box 2837  
Helena-West Helena, AR 72390  
Phone: 870-338-6461

**Northcentral Arkansas Education Service Cooperative**

Gerald Cooper, Director  
99 Haley Street  
Melbourne, AR 72556 PH. 870-368-7955

**Northeast Arkansas Education Service Cooperative**

Donna Harris, Director  
211 West Hickory Service  
Walnut Ridge, AR 72476  
Phone: 870-886-7717

**Northwest Education Service Cooperative**

Charles Cudney, Director  
4 North Double Springs Road  
Farmington, AR 72730  
Phone: 479-267-7450

**Ozarks Unlimited Resource Education Service Cooperative**

Rick Nance, Director  
5823 Resource Drive  
Harrison, AR 72601  
Phone: (870) 302-3100

**South Central Education Service Cooperative**

Karen Kay McMahan, Director  
2235 California Avenue Southwest  
Camden, AR 71701  
Phone: 870-836-1600

**Southeast Arkansas Education Service Cooperative**

Karen Eoff, Director  
1022 Scogin Drive  
Monticello, AR 71655  
Phone: 870-367-6848

**Southwest Arkansas Education Cooperative**

Phoebe Bailey, Director  
2502 South Main  
Hope, AR 71801  
Phone: 870-777-3076

**Guy Fenter Education Cooperative**

Roy Hester, Director  
3010 East Highway 22, Suite A  
Branch, AR 72928  
Phone: 479-965-2191

**Wilbur D. Mills Educational Cooperative**

Jeff Williams, Director  
P.O. Box 850  
Beebe, AR 72012  
Phone: 501-882-5467

**Arkansas Department of Education**  
**Whitney James, Attorney**  
**4 State Capitol Mall Rm 102B**  
**Little Rock, AR 72201**  
**Phone: 501-682-0116**  
**Fax: 501-682-4898**

\*Please have your receipt with transaction number, consent form, and government-issued photo ID available before arriving at one of these locations below\*

Live scan fingerprinting is available at the  
Department of Education:

Arkansas Department of Education  
Division of Elementary & Secondary Education  
Educator Licensure Unit  
4 Capitol Mall, Room 102B Little Rock, AR 72201  
Monday-Friday(except state holidays) 8:00am - 4:15pm

For questions call:  
Arkansas Department of Education  
Division of Elementary & Secondary Education  
Phone: 501-682-4342  
Fax: 501-682-4898

## OUT-OF-STATE PRE-PRINTED FINGERPRINT CARD

\*Please be sure to only use the pre-printed fingerprint card from the Arkansas Department of Education. **NO OTHER CARDS WILL BE ACCEPTED.**

Please submit the following:

1. Printed copy of the completed Background Check Consent Form
2. Copy of paid receipt
3. Completed pre-printed fingerprint card from the Arkansas Department of Education (no other cards will be accepted)

Mail Arkansas Pre-Printed Fingerprint Card to:

**Clara Toney, Program Advisor**  
**Arkansas Department of Education**  
**Office of Educator Licensure**  
#4 State Capitol Mall, Room 107B  
Little Rock, AR 72201

**For questions call:**  
Clara Toney, Program Advisor  
Phone: 501-682-4342



# Disqualifying Offenses for Licensure or Employment in Arkansas Public Schools

ENUMERATED OFFENSES UNDER ARK. CODE ANN. §§ 6-17-410 AND 6-17-414  
(includes expunged or pardoned records)

## General Provisions

M or F	5-3-201. Conduct constituting attempt
M or F	5-3-202. Complicity.
M or F	5-3-301. Conduct constituting solicitation -- Classification.
M or F	5-3-401. Conduct constituting conspiracy.

## Offenses Against The Person

F	5-10-101. Capital murder.
F	5-10-102. Murder in the first degree.
F	5-10-103. Murder in the second degree.
F	5-10-104. Manslaughter.
F	5-10-105. Negligent homicide.
F	5-11-102. Kidnapping.
F	5-11-103. False imprisonment in the first degree.
F	5-11-106. Permanent detention or restraint.
F	5-12-102. Robbery.
F	5-12-103. Aggravated robbery.
F	5-13-201. Battery in the first degree.
F	5-13-202. Battery in the second degree.
F	5-13-204. Aggravated assault.
M	5-13-205. Assault in the first degree.
M	5-13-208. Coercion.
F	5-13-301. Terroristic threatening (1st degree).
F	5-14-103. Rape.
F	5-14-110. Sexual indecency with a child.
M	5-14-111. Public sexual indecency.
M or F	5-14-112. Indecent exposure.
F	5-14-124. Sexual assault in the first degree.
F	5-14-125. Sexual assault in the second degree.
F	5-14-126. Sexual assault in the third degree.
M or F	5-14-127. Sexual assault in the fourth degree.
M or F	5-16-101. Crime of video voyeurism.

## Offenses Involving Families, Dependents, Etc.

F	5-26-202. Incest.
F	5-26-303. Domestic battering in the first degree.
F	5-26-304. Domestic battering in the second degree.
F	5-27-205. Endangering the welfare of a minor in the first degree.
M	5-27-206. Endangering the welfare of a minor in the second degree.
F	5-27-221. Permitting abuse of a minor.
F	5-27-303. Engaging children in sexually explicit conduct for use in visual or print medium.
F	5-27-304. Pandering or possessing visual or print medium depicting sexually explicit conduct involving a child.

F	5-27-305. Transportation of minors for prohibited sexual conduct.
F	5-27-402. Employing or consenting to the use of a child in a sexual performance.
F	5-27-403. Producing, directing, or promoting a sexual performance by a child.
F	5-27-603. Computer child pornography.
F	5-27-605. Computer exploitation of a child (1st degree).

## Offenses Against Property

F	5-36-103. Theft of property.
F	5-36-104. Theft of services.
F	5-36-105. Theft of property lost, mislaid, or delivered by mistake.
F	5-36-106. Theft by receiving.
F	5-36-202. Theft of public benefits.
F	5-37-201. Forgery.
F	5-39-201. Residential burglary -- Commercial burglary.
F	5-39-202. Breaking or entering.
F	5-39-204. Aggravated residential burglary.

## Offenses Against The Administration Of Government

F	5-53-134. Violation of an order of protection.
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## Offenses Against Public Health, Safety, Or Welfare

F	5-64-402. Controlled substances -- Offenses relating to records, maintaining premises, etc.
F	5-64-403. Controlled substances -- Fraudulent practices.
F	5-64-404. Use of a communication device.
F	5-64-405. Continuing criminal enterprise.
F	5-64-406. Delivery to minors -- Enhanced penalties.
F	5-64-407. Manufacture of methamphetamine in the presence of certain persons -- Enhanced penalties.
F	5-64-408. Subsequent convictions -- Enhanced penalties.
F	5-64-411. Proximity to certain facilities -- Enhanced penalties.
F	5-64-412. Violations by public officials or law enforcement officers -- Enhanced penalties.
F	5-64-419. Possession of a controlled substance.
F	5-64-420. Possession of methamphetamine or cocaine with the purpose to deliver.
F	5-64-422. Delivery of methamphetamine or cocaine.
F	5-64-423. Manufacture of methamphetamine -- Manufacture of cocaine.
F	5-64-424. Possession of a Schedule I or Schedule II controlled substance that is not methamphetamine or cocaine ...
F	5-64-426. Delivery of a Schedule I or Schedule II controlled substance that is not methamphetamine or cocaine.
F	5-64-427. Manufacture of a Schedule I or Schedule II controlled substance that is not methamphetamine or cocaine.

F	5-64-428. Possession of a Schedule III controlled substance with the purpose to deliver.
F	5-64-430. Delivery of a Schedule III controlled substance.
F	5-64-431. Manufacture of a Schedule III controlled substance.
F	5-64-432. Possession of a Schedule IV or Schedule V controlled substance with the purpose to deliver
F	5-64-434. Delivery of a Schedule IV or Schedule V controlled substance.
F	5-64-435. Manufacture of a Schedule IV or Schedule V controlled substance.
F	5-64-436. Possession of a Schedule VI controlled substance with the purpose to deliver.
F	5-64-438. Delivery of a Schedule VI controlled substance.
F	5-64-439. Manufacture of a Schedule VI controlled substance
F	5-64-440. Trafficking a controlled substance.

F	5-64-441. Possession of a counterfeit substance
F	5-64-442. Delivery or manufacture of a counterfeit substance.
F	5-64-443. Drug paraphernalia.
F	5-64-444. Drug paraphernalia -- Delivery to a minor.
F	5-64-445. Advertisement of a counterfeit substance or drug paraphernalia.
M	5-70-102. Prostitution.
M	5-70-103. Sexual solicitation
F	5-70-104. Promoting prostitution in the first degree.
M	5-70-105. Promoting prostitution in the second degree
M or F	5-71-229. Stalking.
M	12-18-201. Failure to notify by a mandated reporter in the first degree.
F	Any felony not listed and involving physical or sexual injury, mistreatment, or abuse against another.

M = misdemeanor

F = felony

M or F = misdemeanor or felony

### Additional Grounds for Revocation or Suspension of Teaching License:

- Any felony not listed and involving physical or sexual injury, mistreatment, or abuse against another.
- Holding a license obtained by fraudulent means.
- Revocation of a license in another state.
- Intentionally compromising the validity or security of any student test or testing program administered by or required by the state board or the Department of Education.
- Having the completed examination test score of any testing program required by the state board for teacher licensure declared invalid by the testing program company and so reported to the Department of Education by the testing company.
- Failing to establish or maintain the necessary requirements and standards set forth in Arkansas law or state board rules and regulations for teacher licensure.
- Knowingly submitting or providing false or misleading information or knowingly failing to submit or provide information requested or required by law to the Department of Education, the state board, or the Division of Legislative Audit.
- Knowingly falsifying or directing another to falsify any grade given to a student, whether the grade was given for an individual assignment or examination or at the conclusion of a regular grading period.
- Violating any other provision of state law for which the penalty is the suspension or revocation of a teacher's license.
- Undergoing an involuntary commitment for a physical or mental illness that endangers the health, safety, welfare, or education of a student, as determined by a licensed health professional, until the person provides documentation from a licensed health professional of treatment of the physical or mental illness and the person's current fitness.

For questions or additional information, contact:

***Whitney James***

Attorney, Ethics & Licensure  
Arkansas Department of Education  
Four Capitol Mall, Room 104B  
Little Rock, AR 72201  
501.682.0166 direct line  
501.682.4898 fax  
Whitney.James@ade.arkansas.gov



## Division of Children and Family Services CENTRAL REGISTRY

Slot S 566 - P.O. Box 1437 - Little Rock, AR 72203-1437  
501-682-0405 · Fax: 501-682-0407 · TDD: 501-682-1442



# Request a Child Maltreatment Check

## Submitting an Arkansas Child Maltreatment Central Registry Background Check Request

There are three stages involved with receiving results for an Arkansas (AR) Child Maltreatment Central Registry Background Check:

1. **AR Child Maltreatment Central Registry Request Form Generator**
2. **AR Child Maltreatment Central Registry Request Form Upload**
3. **Online Payment**

Details of each stage are outlined below. Please read the details of all stages before accessing the link below to generate your AR Child Maltreatment Central Registry Request Form.

### Stage 1: Arkansas (AR) Child Maltreatment Central Registry Form Generator Process

- A. **After reading through all three stages and their associated steps below**, click [HERE](#) to access the web page that will generate your AR Child Maltreatment Central Registry Request Form.
- B. Once you are on the AR Child Maltreatment Central Registry Request Form web page, complete each required field (required fields denoted by an asterisk).
  - Select: **You are a teacher or work for a school in Arkansas.**
- C. Once all required fields are completed, click **'Submit Form'** button.
- D. The completed request form will be emailed to the email address you entered on the AR Child **Maltreatment Central Registry Request Form web page.**
- E. **Print this form and sign the completed copy in the presence of a notary.**

### Stage 2: Arkansas (AR) Child Maltreatment Central Registry Form Upload Process

- A. Scan the notarized form to your computer and save it to a place you can easily locate it.
- B. Click [HERE](#) for the notarized form uploader page.
- C. **You will put "self" for Applicant Type and your information where it asks for Company/Requestor.**
- D. Click 'Browse' under 'Notarized Request File' to search your computer and upload the notarized copy of the form.
- E. Click 'Submit and Pay.'
- F. You will then be automatically redirected to the payment webpage (Ark Gov Pay).

### Stage 3: Online Payment

- A. Select a Payment Type.
- B. Complete the customer information and payment information sections to pay the fee **(\$10.00 for the background check + a \$1.00 online processing fee)**, as applicable (non-profits and individuals classified as indigent do not pay the \$10.00 fee).
  - i. If you are a non-profit, Click 'Browse' under 'Additional Files' and upload a copy of 501(C)(3) verification. Please note that background check requests for non-profits cannot be processed without verification of non-profit status.
- C. Click 'Submit Payment.'

[humanservices.arkansas.gov](http://humanservices.arkansas.gov)

Protecting the vulnerable, fostering independence and promoting better health

- D. You will receive a confirmation email verifying submission of your request and completed payment.
- E. Registry check results are emailed via encrypted email to the entity identified in the 'Results Should Be Released To' section of the form submission request.

Allow 7-10 days for your Child Maltreatment Registry Check to be Approved. If you have questions or problems, **contact the Arkansas Department of Human Services at (501) 682-0405.**

To verify that you have a cleared child maltreatment registry check, follow these directions:

- **Logon** to the Arkansas Educator Licensure System (AELS) <https://aels.ade.arkansas.gov/AELS/Search.aspx>
- **Select** View current license information
- **Look** for the Non-Criminal Background Information (NCBC) section.
- You have completed this process when the "cleared date" is less than one year

Non-Criminal Background Information (NCBC)		Status:	Cleared
NCBC Action Date:	6 Month Effective Date:	6 Month Expiration Date:	
ASP Cleared Date: 2/19/2020	FBI Cleared Date: 2/19/2020	Central Registry Cleared Date: 2/9/2020	



**Arkansas Department of Human  
Services Division of Child and Family  
Services**

**Request for Child Maltreatment Central Registry  
Check EDUCATION FORM**

**Reason for Registry Check:** You are a teacher or work for a school in Arkansas.

**EDUCATION INFORMATION**

**Applicant Type:** Licensed teacher  
**SD Contact Name:** Dr. Audrey Bowser  
**SD Phone:** (870) 972-2099  
**SD Address:** P.O. Box 720  
State University, AR, 72467

**School District:** Arkansas State University  
**Email:** abowser@astate.edu  
**SD Fax:** (870) 972-3422      **SD LEA:** N/A

**APPLICANT INFORMATION**

**Applicant Name:** \_\_\_\_\_  
**Maiden/Other Names:** \_\_\_\_\_  
**Age:** \_\_\_\_\_ **DOB:** \_\_\_\_\_  
**Email:** \_\_\_\_\_  
**Present Address:** \_\_\_\_\_

**SSN:** \_\_\_\_\_  
**Race:** \_\_\_\_\_  
**Phone:** \_\_\_\_\_  
**Email2:** \_\_\_\_\_  
**Years at Present Address:** \_\_\_\_\_

**Past Address 1:** \_\_\_\_\_ **Years at Past Address 1:** \_\_\_\_\_

**Past Address 2:** \_\_\_\_\_ **Years at Past Address 2:** \_\_\_\_\_

**Past Address 3:** \_\_\_\_\_ **Years at Past Address 3:** \_\_\_\_\_

**Past Address 4:** \_\_\_\_\_ **Years at Past Address 4:** \_\_\_\_\_

**Consent for Minor:** \_\_\_\_\_

**CHILD INFORMATION**

Child 1:  
SSN:  
DOB:  
Relationship:

Child 2:  
SSN:  
DOB:  
Relationship:

Child 3:  
SSN:  
DOB:  
Relationship:

Child 4:  
SSN:  
DOB:  
Relationship:

Child 5:  
SSN:  
DOB:  
Relationship:

Child 6:  
SSN:  
DOB:  
Relationship:

Child 7:  
SSN:  
DOB:  
Relationship:

Child 8:  
SSN:  
DOB:  
Relationship:

Child 9:  
SSN:  
DOB:  
Relationship:

Child 10:  
SSN:  
DOB:  
Relationship:

Child 11:  
SSN:  
DOB:  
Relationship:

Child 12:  
SSN:  
DOB:  
Relationship:

**NOTARY SECTION**

I, \_\_\_\_\_, verify that the information above is true and complete. I authorize the Arkansas Child Maltreatment Registry to release any information their files may contain concerning me as an offender or of a true report of child maltreatment to the Arkansas Department of Education. By signing below, I swear or affirm that the foregoing statements are true to the best of my knowledge and belief under penalty of perjury.

\_\_\_\_\_  
Applicant's Signature and Date

STATE OF ARKANSAS

COUNTY OF \_\_\_\_\_ Acknowledges before me the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

MY COMMISSION EXPIRES:  
\_\_\_\_\_

# EXAMPLE Educator Licensure

## Educator Licensure

### Applicant Information

First Name:  Middle Name:  Last Name:  Maiden Name:

Application Date:

Ethics Violations Viewable Under Act 1323 of 2013: **None**

Educator Licensure Status: **Pending**

Issue Date:  License Effective Date:  License Expiration Date:   
 Status Effective Date:  Status Expiration Date:

### Employability Check

Status: **Approved** Last Check Date: **01/15/2021**

- Approved or Denied is as of the last date that all three checks were completed.
- Unavailable = The Child Maltreatment check is not included because it was not required at the time of the last check.
- Pending = Either all three checks are not completed or not all were completed within the same 12-month period.

**NOTICE TO EDUCATORS: A NEW BACKGROUND AND CMCR CHECK ARE REQUIRED WHEN YOU CHANGE EMPLOYMENT OR RENEW YOUR LICENSE**

### Licensure Areas

Area	Description	GL	GH	Status	Status Date	Issue License Type	Original Date	Effective Date	Expiration Date
No Licensure Areas on Record									

### Applicant Payments

Date	Receipt	Description	Approval	Debit	Credit	Balance
No Applicant Payment Transactions on Record						

### Activity Fees

Date	Description	Debit	Credit	Balance
No Activity Fee Transactions on Record				

### Local Education Agencies (LEAs):

LEA #	Name
No LEAs on Record	

### ALP Waivers:

Start Year	ALP Code	Out of Area	Status
No waivers were found for applicant.			
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