

# MARQUETTE AREA PUBLIC SCHOOLS

1201 WEST FAIR AVENUE  
MARQUETTE, MICHIGAN 49855  
TELEPHONE (906) 225-4400  
FAX (906) 225-5340  
WEBSITE www.mapsnet.org

## VOLUNTEER FORM

As a prospective employee / volunteer of the Marquette Area Public Schools, I understand that it is this employer's policy to secure criminal conviction history information as part of their pre-employment screening and volunteer process using the information below.

NAME \_\_\_\_\_  
Last First Middle

MAIDEN NAME/NAMES PREVIOUSLY USED \_\_\_\_\_

BIRTH DATE \_\_\_\_\_ RACE \_\_\_\_\_ GENDER \_\_\_\_\_

ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_

EMAIL \_\_\_\_\_

VOLUNTEERING FOR / AT \_\_\_\_\_  
Name of School or Sport

I UNDERSTAND THAT THE ABOVE INFORMATION IS REQUIRED BY THE CENTRAL RECORDS DIVISION OF THE MICHIGAN STATE POLICE, LANSING, MICHIGAN. I AUTHORIZE THE MARQUETTE AREA PUBLIC SCHOOLS TO UTILIZE THE ABOVE INFORMATION FOR THE SOLE PURPOSE OF OBTAINING A CONVICTION ONLY CRIMINAL HISTORY FILE SEARCH. I UNDERSTAND THAT I AM **NOT** TO HAVE CONTACT IN ANY VOLUNTEER, SUPERVISORY, COACHING, OR EMPLOYMENT CAPACITY WITH ANY MAPS STUDENTS OR PERSONNEL UNTIL THIS FORM HAS BEEN PROCESSED AND APPROVED BY MAPS.

I UNDERSTAND THAT WHILE VOLUNTEERING I MAY COME IN CONTACT WITH CONFIDENTIAL INFORMATION, I AGREE NOT TO DISCLOSE THIS INFORMATION TO ANYONE UNLESS REQUIRED TO DO SO BY LAW.

\_\_\_\_\_  
SIGNATURE OF VOLUNTEER / EMPLOYEE

\_\_\_\_\_  
DATE

Please return the completed form to the following address no later than one week **before** any proposed start date:

**MARQUETTE AREA PUBLIC SCHOOLS  
ATTN: HUMAN RESOURCES DEPT.  
1201 W. FAIR AVENUE  
MARQUETTE, MI 49855  
906-225-5410  
FAX 225-5336 OR 5340**