

Judicial Proceedings Form School of Education

The success of the counseling candidate in field placements and in his/her future profession is important to the Counseling and Career Development (CCD) staff and faculty. As well, the CCD staff and faculty wish to preserve the integrity of and avoid embarrassment to the student, faculty, and University in regard to counseling candidates who have been convicted of a felony and/or against whom a criminal charge is currently pending.

All students wishing to be admitted to the Counseling and Career Development specialization at CSU must complete the Judicial Proceedings Form. If a student answers "yes" to any of the following questions, s/he must provide an accompanying written statement that describes the situation. Following the review of documentation, the CCD faculty may wish to schedule a meeting with the candidate. All information provided will be handled by the School of Education Graduate Programs Office and CCD faculty with the highest standards of professional confidentiality and individual protection.

→ **This is a student obligation and responsibility.**

Please answer the following questions:

1. **Have you ever been convicted of a felony or misdemeanor (other than a misdemeanor traffic offense or traffic infraction)?** Convicted means: 1) a finding of guilty by a jury or court, 2) a court's acceptance of a plea of guilty or plea of nolo contendere, 3) a court's imposition of a deferred or suspended sentence, 4) a court's approval of an agreement for a deferred prosecution, 5) forfeiture of a bail, bond or other security deposited to secure a defendant's appearance, 6) payment of a fine.

_____ YES _____ NO If yes, please state the details of the conviction on a separate sheet of paper.

2. **Have you ever had a teacher, principal, administrator, special service, or any other occupational permit, license, credential, or equivalent document subjected to any disciplinary proceedings, including but not limited to, denial, reprimand/ admonition credential, suspension or revocation, or have you ever voluntarily surrendered such a document in Colorado or any other state or place or are you currently under investigation?**

_____ YES _____ NO If yes, please state on a separate piece of paper the following:

a. the license, permit, certificate, credential, or any other equivalent document; b. the name and number under which it was held; c. the issuing and disciplining authority; d. the nature of the claims; e. the date of resolution; f. the final disposition (i.e., revocation, suspension); and g. the date and result of any subsequent re-application.

If you are currently under investigation by any licensing or certifying agency, state: h. the agency's name and address; and i. the nature of the charge(s) or events that caused such investigation to occur.

3. **Have you ever been dismissed or discharged, or have you resigned in order to avoid discipline or discharge by any employer?**

_____ YES _____ NO If yes, please state on a separate sheet of paper the name, address, and telephone number of the employer, the nature of the allegations, and the final outcome(s).

4. **Have you ever been placed on probation, suspended, or expelled from any high school or postsecondary institution for other than academic reasons?**

_____ YES _____ NO If yes, please attach an explanation.

This applicant acknowledges and gives permission to the School of Education to obtain relevant and personal background information from the office of Conflict Resolution and Student Conduct Services at Colorado State University, law enforcement agencies, courts, health care providers, and custodians of administrative records. The applicant further understands that falsifying or misrepresenting facts is sufficient cause for rejection of this application or dismissal from the Counseling and Career Development specialization and/or the University.

Printed Name _____
Date: _____

Signature: _____