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## **Felony Conviction Disclosure Form**

**All Gila Conservation Education Center (GCEC) volunteers must complete and clear a criminal background check.**

Background checks must be completed prior to participation in GCEC sponsored activities, including activities in our office, in any classroom, on any school-grounds, during any outdoor field-days, or at any other public event with which GCEC is involved. Please contact Lisa Lucero at the Silver Consolidated Schools Administrative Offices to schedule an appointment to (575-956-2000; 2810 N. Swan, Silver City, NM 88061). There is no cost, but you will be required to provide photo identification, your social security number and your fingerprints. This process requires 6 to 8 weeks to complete and you will not be permitted to work with students as a GCEC volunteer until you have cleared the fingerprint screening.

Volunteers with a prior felony conviction are required to disclose all convictions prior to participating in GCEC programming. Under New Mexico State statutes, persons with specific felony convictions are not allowed to work in certain agencies or situations. If a volunteer fails to inform GCEC of a felony conviction, the volunteer will be immediately dismissed and prohibited from participating in any future volunteer work with GCEC.

**The volunteer must notify GCEC if conviction of a felony or assault occurs after signing this form.**

Have you ever been convicted of a felony, child abuse or neglect, or assault?

(Circle One)                      Yes                      No

Please give details below, including dates, if you have been convicted of a felony.

Signature \_\_\_\_\_ Date \_\_\_\_\_