



Human Resource Services  
117 NE Tarboro St. ▪ PO Box 2048 ▪ Wilson NC 27894  
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Website: [www.wilsonschooolsnc.net](http://www.wilsonschooolsnc.net)

## **CRIMINAL RECORD CHECKS AND FINGERPRINTING**

All Applicants will be asked to consent to a criminal records check. Failure to consent to said check will prevent further consideration of the application for employment with Wilson County Schools.

All Applicants who have begun their employment will be temporary employees pending the review of the criminal records check. Decisions whether to deny employment based on criminal record review will be made on a case by case basis by the Assistant Superintendent of Human Resources Services and the Superintendent.

A criminal records check also may be conducted on a random, rotating, or for-cause basis for current employees.

Information obtained during the implementation of this policy shall be kept confidential to the extent required by law. Procedures for implementing this policy will be developed and administered by the Superintendent.

### **Applicant Consent Form Pre-Employment Criminal Records Review**

I, the undersigned applicant for employment, understand that as part of its pre-employment process, the Wilson County Schools System requires that I submit to a criminal record review.

I understand that I may challenge any information found in this review.

I do hereby voluntarily consent to the criminal records review.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Legal Reference: G.S. 114-19.2, G.S. 115c-332, and Title 16, N.C.A.C. 6C.0313

Wilson County Schools is an equal opportunity employer.