



Belding Area Schools

The right size. The right choice.



Leslie Mount • Superintendent

Michigan Department of State Police
Central Records Division
Freedom of Information Unit
7150 Harris Drive
Lansing, MI 48913

Michigan Department of State
Direct Record Access
Bureau of Driver & Vehicle Records
7064 Crowner Drive
Lansing, MI 48918

As a prospective volunteer of Belding Area Schools, I understand that it is this school's policy to secure conviction criminal history (ICHAT) and driving record information (only if transporting students) as part of their screening process using the information provided below:

Legal First Name	M.I.	Last Name
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Student's Name _____

Student's School _____

Maiden Name/Names Previously Used _____

Birthdate _____ Race _____ Sex _____

_____ ICHAT

_____ Driver's License check (If requesting permission to transport secondary students only)

**PLEASE ATTACH A COPY OF YOUR DRIVER'S LICENSE TO
VALIDATE IDENTIFICATION**

I understand that the above information is required by the Central Records Division of the Michigan State Police, Lansing, Michigan. I authorize Belding Area Schools to utilize the above information for the sole purpose of obtaining a conviction only criminal history file search and/or driving record.

Signature of Prospective Volunteer	Date
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Employer Use Only: *Submit driver's license checks to the Business Office

*ICHAT check completed _____