



# Background Clearance Certification for Provisional Employment

Office of Human Resources

**Please read this entire form carefully before completing.** This form is to be used by prospective employees to meet the written certification requirement to be considered as a provisional hire. Under certain circumstances, current employees may be required to complete this form.

Please submit this form to Community College of Philadelphia, Office of Human Resources, 1700 Spring Garden Street, A7-142, Philadelphia, PA 19130.

## SECTION 1. PERSONAL INFORMATION

Full Legal Name: \_\_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Any former names or aliases by which you have been identified: \_\_\_\_\_  
\_\_\_\_\_

## SECTION 2. INSTRUCTIONS

### Required by the Child Protective Services Law, 23 Pa.C.S. §6344(c)

I swear/affirm that I have not been named as a perpetrator of a founded report of child abuse or as an individual responsible for a founded report for a school employee as defined by the Child Protective Services Law.

I swear/affirm that I have not been convicted of any of the following crimes or the attempt, solicitation or conspiracy to commit any of the following crimes under Title 18 of the Pennsylvania Consolidated Statutes or equivalent crimes in another state or under Federal law:

- Chapter 25 relating to criminal homicide
- Section 2702 relating to aggravated assault
- Section 2709.1 relating to stalking
- Section 2901 relating to kidnapping
- Section 2902 relating to unlawful restraint
- Section 3121 relating to rape
- Section 3122.1 relating to statutory sexual assault
- Section 3123 relating to involuntary deviate sexual intercourse
- Section 3124.1 relating to sexual assault
- Section 3125 relating to aggravated indecent assault
- Section 3126 relating to indecent assault
- Section 3127 relating to indecent exposure
- Section 4302 relating to incest
- Section 4303 relating to concealing death of a child
- Section 4304 relating to endangering welfare of children
- Section 4305 relating to dealing in infant children
- A felony offense under Section 5902(b) relating to prostitution and related offenses
- Section 5903(c) or (d) relating to obscene and other sexual materials and performances
- Section 6301 relating to corruption of minors
- Section 6312 relating to sexual abuse of children

**SECTION 3.  
NO CONVICTION**

I certify the following:

I have not been convicted of a felony offense under Act 64-1972 (relating to the controlled substance, drug device and cosmetic act) committed with the past five (5) years.

I understand that I must be dismissed if I am named as a perpetrator of a founded report of child abuse within the past five (5) years or have been convicted of any of the crimes listed above in Section 2 or this Section 3.

I understand that my employment may be terminated if I have been named as the perpetrator of an indicated or founded report of child abuse or as an individual responsible for the injury or abuse in a founded or indicated report for a school employee.

I understand that my employment may be terminated if I have been convicted of a felony offense or have been convicted of a crime involving child abuse, child neglect, physical violence or moral corruptness.

I understand and agree that I have the obligation to submit written notice to the College's Office of Human Resources disclosing any future arrests or convictions for any of the criminal offenses outlined in Section 2 and 3 and any notification that I have been listed as a perpetrator in a founded or indicated report of child abuse, within 72 hours, of the occurrence of such arrest or conviction or notification of listing as a perpetrator. If I fail to do so, I understand that my employment may be terminated.

**SECTION 4.  
AUTHORIZATION**

I hereby request and authorize Community College of Philadelphia and/or Sterling InfoSystems, Inc. to conduct a background investigation on myself. I provide this authorization of my own free will to allow:

- A report of criminal history record from the Pennsylvania State Police (PSP).
- Certification from the Pennsylvania Department of Human Services as to whether I am named in the statewide database as a perpetrator in a pending child abuse investigation or in a founded report or indicated report of child abuse.
- A report of federal criminal history record information from the Federal Bureau of Investigations.

**SECTION 5.  
CERTIFICATION**

*I hereby swear/affirm that the information as set forth above is true and correct to the best of my knowledge and belief. I have read and understand the foregoing. I understand that the penalty for false swearing is a misdemeanor of the third degree pursuant to 18 Pa. C.S.A. Section 4903(b) of the Criminal Code.*

Signature

Date