

# STUDENT ACCOUNTABILITY FORM

## DISCLOSURE OF ARREST OR CONVICTION

When you apply for a field placement, you will be asked to disclose information about any existing criminal records. Agencies serving vulnerable persons have the right to know about any arrests, pleas of "nolo contendere," adjudications withheld, or convictions that their field students or employees may have sustained. You will also have to supply this information to the state if you apply for licensure, after earning a Marriage and Family Therapy degree. Agencies have the right to obtain information regarding sealed, expunged, and/or juvenile records.

**I understand that if I have an arrest record, or if I incur one, that the following information applies:**

Upon beginning the MFT program, I will be required to include in my application packet:

1. A detailed letter explaining the nature of the arrest, the circumstances related to the arrest, final disposition, and any conditions set by the court.
2. Certified copies of court records, which include my arrest record(s) and any documents related to the disposition of my case. (This information can be obtained by the Clerk of the Court for the town/county where the offenses occurred).

The Marriage and Family Therapy program cannot guarantee a placement for any field placement course. The Marriage and Family Therapy program cannot guarantee that at the completion of my academic program, I will be hired in an organization providing Marriage and Family Therapy opportunities.

It is important that you retain a personal copy of all of the documents that are submitted to the Marriage and Family Therapy program because you will have to present the same documents to the organization(s) to which you apply for internship/employment.

I have read and understand the information contained above.

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

USF ID#: \_\_\_\_\_ Phone: \_\_\_\_\_

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