



**ABERDEEN SCHOOL DISTRICT**

**POLICIES AND REGULATIONS**

**NEPN Code: GBB-E**

## **PERSONNEL**

### **EMPLOYEE CRIMINAL BACKGROUND CHECK**

## **CERTIFICATION OF SUBMISSION OF FINGERPRINTS**

I, \_\_\_\_\_, an employee trained in fingerprinting within and for the Aberdeen School District hereby certify that I personally fingerprinted the individual whose photo identification is copied onto this sheet and that I further certify that the completed fingerprint cards, together with the subject's check or money order covering the cost of the background check, was sent by first class mail with appropriate postage to the South Dakota Division of Criminal Investigation, 500 East Capitol Avenue, Pierre, SD 57501, requesting that state and federal criminal background information checks be conducted of said individual and that the results thereof be sent to the Aberdeen School District.

\_\_\_\_\_  
Aberdeen School District

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Date

Place Photo ID Here

**ADOPTED:** July 24, 2000  
**REVISED:** February 13, 2006  
**REVISED:** July 10, 2006  
**REVIEWED:** June 27, 2011  
**REVIEWED:** April 11, 2016