

## **Criminal Background Check / National Sex Offender Registry**

The following is important information regarding a mandatory requirement for School of Education students. In order for the School of Education to be in compliance with the University's contractual agreements with our public schools and community agencies, all education majors must complete a South Carolina Law Enforcement Division (SLED) Criminal Record Background Check and a National Sex Offender Registry Check prior to participating in any field experiences. All Professional Education courses have a field experience requirement.

If a potential candidate has been found guilty or has pled no contest (*nolo contendere*) to crimes involving drugs, physical violence, the illegal use or possession of weapons, fraud or dishonesty, the School of Education cannot permit that student to participate in field experiences or be admitted to the Professional Program in education without specific approval of the dean. The student will be notified in writing by the dean whether or not they can proceed in the School of Education's Professional Program.

In order for the School of Education to accept you as a continuing student, you must provide this office with the results of your SLED Criminal Background Check and National Sex Offender Registry check.

### **Directions for Obtaining your SLED Criminal Record Background Check:**

NOTE: Before logging on, have your credit card information ready and ensure that your printer is working. Results are returned immediately to your computer, and SLED will not reimburse fees if you are unable to print the results.

1. Log on to [www.sled.sc.gov](http://www.sled.sc.gov)
2. Click on Criminal Record Check
3. Accept Terms and Conditions
4. Click "Not Eligible"
5. Provide requested personal identification information
6. Provide credit card Information
7. Click Submit
8. Print out results
9. Bring the Original Printed Copy (**not a photocopy**) to your clinical instructor.

### **Directions for Obtaining your National Sex Offender Registry Check:**

1. Log on to [www.nsopw.gov](http://www.nsopw.gov)
2. Click on Search for Sex Offenders
3. Accept Terms and Conditions
4. Enter verification code
5. Provide last name, first name
6. Click Submit
7. Print results
8. Bring the Original Printed Copy (**not a photocopy**) to your clinical instructor