

**GEORGIA DEPARTMENT OF HUMAN RESOURCES  
DIVISION OF FAMILY AND CHILDREN SERVICES  
IV-E Child Welfare Education Program  
Criminal History Addendum**

(Please complete this form legibly. If more space is needed, please use the back of this form)

**IMPORTANT WARNING: It is critical that you complete this form accurately. Material falsification or misrepresentation of any information, including criminal charges will result in your being removed from the IV-E Child Welfare Education Program. It may also negatively impact your employment or potential for employment with the Division of Family and Children Services (DFCS). For clarification of any portion of this form, please discuss with the DFCS IV-E Program Administrator prior to signing the form.**

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**CRITICAL: Failure to list all information on criminal charges, pending charges, and/or convictions (Questions 1 and 2) will result in your being removed from the IV-E Child Welfare Education Program. Pleas of *nolo contendere* must be listed. Charges processed under Georgia's First Offender Act are not required to be listed IF all requirements are being or have been met. (E.g., fines paid, community service, probation, etc., are being or have been completed). If unsure of the status, please discuss with the DFCS IV-E Program Administrator *prior* to signing this form. (NOTE: DUI's cannot be processed under Georgia's First Offender Act, and all DUI convictions, *nolo* pleas or pending charges must be listed.)**

1. Have you ever been convicted by Federal, State, or other law-enforcement authorities, for any violation of any Federal law, State Law, County or Municipal law, regulation, or ordinance? (This includes all felonies or misdemeanors, including traffic violations for which a fine of greater than \$35.00 was imposed. Please do not include anything that happened before your sixteenth birthday. All convictions must be included even if they were pardoned.)

Yes  No If the answer is "Yes," state the reason convicted, the date convicted and the place where convicted.

CHARGE(S) ON WHICH CONVICTED	DATE CONVICTED	NAME OF COURT & PLACE WHERE CONVICTED	PARDONED (Yes or No)

2. Are there any charges now pending against you by Federal, State, or other law-enforcement authorities for any violation of any Federal law, State law, County or municipal law, regulation or ordinance? (Please do not include anything that happened before your sixteenth birthday.)

Yes  No If the answer is "Yes," provide the following information.

VIOLATION (S) CHARGED	DATE CHARGED	NAME OF COURT & PLACE WHERE PENDING

I, \_\_\_\_\_ (Name of applicant), declare that I am the person who completed this document. I have read, know and understand the contents of this document. The answers and information furnished by me on this document, including any attachments, are true and correct.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name