



OFFICE OF THE SUPERINTENDENT

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**RE: Letter of Understanding Concerning Employment**

Pursuant to Code of Alabama 1975, §16-22A-5, I understand that this law requires that a criminal history information background check be conducted on all applicants who may have unsupervised access to a child prior to employment with a public county or city school system. I acknowledge that my continued employment is conditioned upon a suitability determination that will be made upon the receipt of the completed criminal history background check. If I am determined to be unsuitable for further employment, I understand that I will be released from this position at that time without recourse against the employing school system.

I have read and understand and agree to accept this position under the conditions stated above.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant's Signature

**RE: Additional Acknowledgement for Prior Background Check**

I further acknowledge that I have previously submitted to a criminal background check required by the Alabama State Department of Education as a requirement for teacher certification, Effective July 1, 1997. Said background check was administered by the below named university or institution as an application requirement for a State of Alabama teaching certificate.

\_\_\_\_\_  
University/Institution

\_\_\_\_\_  
Applicant's Signature

Date of Background check: \_\_\_\_\_

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