



CONFIDENTIAL RECORD OF CONVICTIONS Form 101

NOTE: If you answered "Yes" on your application, you are required to report the conviction(s) (including Nolo Contendere pleas) in writing to the Director of Human Resources using this form, which must be received in our offices prior to the closing/first consideration date of the position for which you are applying. If you have more than two convictions, obtain additional copies of this form by visiting the Citrus College website or clicking the link on the welcome page. Applicants are required to submit a Confidential Record of Convictions (Form 101) to the Director of Human Resources for every position for which s/he applies. Please note that a conviction record does not necessarily exclude you from employment with this District. Confidential Records of Convictions (Form 101) remain confidential and do not become part of the applicant's application packet; however, these forms become the property of Citrus College and cannot be copied or returned.

POSITION YOU ARE APPLYING FOR: _____

APPLICANT NAME (Please print) _____ DATE _____

1. Date of Conviction _____
Arresting Authority _____
City and State _____

Nature of Offense - YOU MUST INCLUDE PENAL CODE OR HEALTH & SAFETY CODE NUMBER

Sentence and/or fine imposed _____

Remarks _____

2. Date of Conviction _____
Arresting Authority _____
City and State _____

Nature of Offense - YOU MUST INCLUDE PENAL CODE OR HEALTH & SAFETY CODE NUMBER

Sentence and/or fine imposed _____

Remarks _____

I hereby certify that I have listed all convictions other than minor traffic violations.

SIGNATURE _____

Please complete and return this form in an envelope marked "Confidential" and addressed to:
Director of Human Resources, Citrus Community College District, 1000 West Foothill Blvd., Glendora, CA 91741-1899.