

2014 - 2015
UME Preparatory Academy
VOLUNTEER APPLICATION

Please **PRINT** in blue or black ink to complete the application.

List your student(s) attending UME Prep Academy and the grade(s) they will be in for school year 2014-2015.

Student's Name: _____ Grade: _____

Student's Name: _____ Grade: _____

Student's Name: _____ Grade: _____

Student's Name: _____ Grade: _____

The person applying to become a Volunteer at UME Preparatory Academy must provide all information on the front and back of this application.

Preferred Name: _____

Home Address: _____

Home Telephone Number: _____

Cell Telephone Number: _____

Work Telephone Number: _____

Are you a UME Prep Employee or Substitute Teacher? Yes No

If not employed by UME Prep, Name of Employer: _____

Code of Ethics for Volunteers

- I realize that being a volunteer for UME Preparatory Academy can help a student to attain his/her maximum educational potential as well as help and encourage all aspects of student growth.
- I will be responsible for arriving on time and be regular and consistent in attendance.
- I will encourage positive attitudes through sincere praise.
- I will be sensitive to procedures and student needs.
- I will be flexible in working with new ideas and materials.
- I agree to keep student information confidential. I will have respect for the confidential nature of school records, assignments, and relationships between staff members and students.

**TEXAS DEPARTMENT OF PUBLIC SAFETY
CRIMINAL HISTORY RECORD INFORMATION AUTHORIZATION**

This application is being used to help provide a safe and secure environment for UME Preparatory Academy students. The requested information regarding social security number, sex, race, and date of birth is required by the Texas Department of Public Safety. This information is kept strictly confidential and is necessary only for processing the criminal history background check. This information will only be released as required by law.

Your social security number and a clear copy of your driver's license must be provided for your application to be processed.

Name on Driver's License: _____

Sex: Male Female

Race: American Indian Asian Black Hispanic White

Date of Birth (month-day-year): _____

Social Security #: _____ **Driver's License #:** _____

Have you ever been convicted of or received deferred adjudication for a crime other than a minor traffic offense? Yes No

Applicants may check with Sally Hansen, Parent Volunteer Coordinator, regarding the status of an application. Once your application has been processed, you will receive an email notification. If you have any questions, you may contact Sally Hansen by email at sally.hansen@umeprep.org.

**IN ORDER TO PROTECT THE STUDENTS OF UME PREPARATORY ACADEMY,
WE ASK OUR VOLUNTEERS TO READ AND SIGN THE FOLLOWING:**

I, the undersigned, authorize UME Preparatory Academy to obtain copies of any information pertaining to any criminal history record maintained by any law enforcement agency and to use said information for the purpose of evaluating my application for volunteering. I have read and understand the **Code of Ethics for Volunteers** and affirm that all the information contained in this application is true and complete and that misrepresentation, falsification, or omission shall be cause for relinquishing my role as a volunteer at UME Preparatory Academy.

Applicant's Signature

Date

For Department Use Only:

Date Processed