



KAHNAWAKE EDUCATION CENTER



AUTHORIZATION TO COLLECT AND VERIFY PERSONAL INFORMATION REGARDING CRIMINAL CONVICTIONS AND DECLARATION OF TRUTHFULNESS

Please read carefully the following authorization and declaration before signing the document.

I, _____, having been born on _____, am applying to
(please print name) (mm/dd/yyyy)

The Kahnawake Education Center for the position of _____.
(please specify)

I understand that this is a position of responsibility and that the Kahnawake Education Center has a duty to inquire and take into consideration an applicant's previous criminal convictions.

PLEASE NOTE that for the purpose hereof, the term "**criminal convictions**" includes any convictions of (i) an indictable offence, or (ii) of an offence punishable on summary conviction, or (iii) of a statutory offence, whether under the Criminal Code or any other law. Your response below should also include a reference to any offence for which you have obtained a formal pardon. The fact that you have been convicted of an offence will be considered in the processing of your application but does not necessarily make you ineligible for the position.

Authorization

I hereby authorize the Kahnawake Education Center and its representatives to collect such information as, in its sole discretion, may be necessary to verify whether I have ever been convicted of a criminal offence as defined hereinabove. I understand that all such information obtained will become the property of the Kahnawake Education Center and will be kept in a confidential file in the Human Resources Department. I understand further that this information will be used only for the purpose of determining if I am a suitable and reliable candidate for this, or any other position, for which I have or may apply to the Kahnawake Education Center. For that purpose, I hereby agree to waive all rights of privacy and confidentiality that I might otherwise claim under Kahnawake, federal or provincial law, and hereby expressly authorize any institutions and organizations holding criminal convictions information about me to disclose it to the Kahnawake Education Center or its representatives. I agree to cooperate within that verification process and hereby release and discharge all such persons from any liability that could arise from the disclosure of that information. In addition, I expressly acknowledge that a photocopy of this authorization is as legally valid as the original.

Declaration

Please check (✓) and initial the appropriate statement below and provide any additional information which you believe is relevant.

I hereby declare that:

I have never been convicted of a criminal offence as defined hereinabove: _____
(initial)

OR

I have been convicted of the following criminal offence(s) as defined hereinabove: _____
(initial)

Please state the type of offence, the date of conviction, and the sentence imposed and, if applicable, the date on which the pardon was granted:

I hereby declare that the information provided by me in this document or relating thereto is complete and true to the best of my knowledge and belief. I understand and acknowledge that any misrepresentation or omission with regard to a material fact, whether related to this document or the verification process referred to above, shall constitute serious, just and sufficient cause for my dismissal if ever hired by the Kahnawake Education Center.

Signed within the Mohawk Territory of Kahnawake on this _____ day of _____, 20_____.

Signature of applicant: _____

Witness: _____