



Section: **Operational**

Section Number: **III**

Page 1 of 1

Subject: **Criminal Record Check**

Issued: January 2012

Revised:

Distribution: **Members & Employees**

Approved: **Executive Director/Registrar**
January 2012

1. For the purpose of membership and licensure, a criminal record check submitted by an applicant shall have been completed within the 12 month period immediately preceding the date of application to the College.
2. The criminal record check shall be conducted by the law enforcement agency in the location where the applicant resides and/or is employed.