Objective:
A national criminal background check is required of all individuals applying to an undergraduate nursing major (BSN and RN-BSN) and annually thereafter. Applicants to any nursing undergraduate program are required to submit the completed criminal history information following the instructions provided in the acceptance letter and on the IUSON website. No limited criminal history check will be accepted from any other source other than the approved IUSON vendor. Once in the program, students are responsible for providing an updated national criminal background check on a yearly basis, and/or based on clinical agency request, and/or change in their status. Changes in the criminal background status must be reported within seven (7) working days. On the IUPUI campus these are reported to the Assistant Dean for Student Services; on the IUB campus they are reported to the Assistant Dean at IUB; and on the IUPUC campus they are reported to the Nursing Division Head. Students are financially responsible for obtaining all national criminal background information.

Rationale:
A criminal history may preclude clinical practicum placement and may affect the ability of the graduate to obtain a license. Students accepted in the program must be acceptable for placement in our clinical facilities in order to meet program requirements. While a conviction of a crime does not automatically disqualify an applicant for consideration of admission to Indiana University School of Nursing (IUSON) or continuation in the program, a criminal history may be grounds for denial or dismissal depending on the facts and circumstances surrounding each individual case. Consistent with Indiana Code 16-28-13 Section 3a, applicants may be considered ineligible for admission consideration or continued status as a student in IUSON.

Policy:
1. Newly Accepted Applicants and continuing students must participate in the background check via the IUSON approved vendor on an annual basis. Newly accepted applicants and continuing students bear the cost of this check and must complete it by published deadlines in order to participate as a student in the major. This applies to students on each campus in the core.

2. Individuals requesting transfer from any campus other than IUPUI, IUB, or IUPUC must submit the completed criminal history check via the required vendor prior to being considered for transfer into a nursing course or nursing program.

3. New applicants to the BSN who fail to disclose criminal background activity on the disclosure section of the application will be denied admission to the BSN program regardless of the severity of the offense.
   a. The history of students and applicants who have a positive criminal background check will be reviewed by the core leaders (Associate Dean for Undergraduate Programs at
IUPUI, Assistant Dean at IUB, Division Head at IUPUC, and Assistant Dean for Student Services at IUPUI) to determine appropriateness to begin or continue in the program.

b. Students who are not eligible to be placed in clinical practical sites used by the core will not be allowed to begin or continue in the program.

c. The core leaders may seek further information from the student and other sources in order to make a decision in any case.

4. Applicants or students denied admission or not allowed to continue will be reported to the APG committee.

5. Designated individuals from the Schools of Nursing on each campus will be responsible for collecting and maintaining updated criminal background histories for each admitted BSN and RN-BSN student.

6. Designated individuals from the Schools of Nursing on each campus will be responsible for providing accurate and updated information on the need for and process of obtaining criminal background histories to students.

7. All student disclosure forms will be submitted by the established nursing application deadlines.

8. Criminal background check deadlines for newly admitted BSN and RN-BSN students will be determined and communicated via the admission letter.

Approved by CCNF Faculty 11/19/07
Approved by CCNF Executive Committee 11/19/07
Reviewed by IUPUI Legal Counsel 7/07
Approved by CCNF Student Affairs 10/07, 3/26/12
Approved by CCNF Executive Committee Spring 2012
Approved by Faculty 09/25/12
Approved by BSN Student Affairs 12/5/13
Approved by BSN C/SA 1/31/14
Approved by Faculty Assembly 2/10/14