

Criminal Records

Students may be required by their field agency to complete a criminal record or background check with both state and/or federal law enforcement. If requested to do so, students will need to complete this check for their placement to be confirmed. Most agencies pay for this process. However, some do not. If this is the case, the student will be expected to incur the expense (see the “Agency-Imposed Student Expenses” policy on the UVM Department of Social Work [Field Education website](#)).

It is quite possible that students who have a criminal record will not be accepted for an internship with some, if not most—or even any—of our approved placements. Students who do have a record are, therefore, encouraged to talk with the Field Education Coordinator *as soon as they begin their field application process*. This will allow the student to consider how they may enter ethically into the placement process regarding past convictions. **Please note that ALL students with a criminal record are required to discuss this with their matched placement personnel prior to accepting any field placement offer.**

The Field Education Coordinator will make reasonable efforts to match the student successfully with a placement agency. However; the Department of Social Work cannot guarantee that students with a criminal record will be able to be matched with an agency and thus enroll in the required Field Experience or Practicum course. This will prevent students from being able to complete their BSW or MSW degree.