

**FELONY CONVICTION SUPPLEMENT FORM:**

Applicant Name: \_\_\_\_\_  
Last First Middle Former/Maiden

\_\_\_\_\_  
Student Identification Number (if known)

\_\_\_\_\_  
Application Term

**Part 1: Have you ever been convicted of a felony?**

A **conviction** is an adjudication of guilt and includes pleas of nolo contendere (no contest). Please disregard: minor traffic violations, misdemeanors, offenses committed before your 18th birthday which were adjudicated in juvenile court under a Youth Offender Law, and any charges which have been expunged by a court or for which you successfully completed an Accelerated Rehabilitative Disposition Program.

A "yes" answer will be reported to the Pennsylvania Higher Education Assistance Agency (PHEAA) if the applicant receives PHEAA aid. A "yes" answer will not necessarily bar admission to the University, but it may limit the ability to enroll in or complete certain academic majors/programs and may affect approval to live in university-owned or university-affiliated housing.

International applicants: If "yes", please state the criminal offense, the date of conviction, where the criminal offense was committed (city and country) and provide relevant information concerning the criminal conviction. A "yes" answer will not necessarily bar admission to the university but it may limit the ability to enroll in or complete academic majors/program and may affect approval to live in university-owned or university-affiliated housing.

**Yes** - I have been convicted of a felony.

1) If yes, please submit a letter explaining the felony offense, the date of conviction and provide relevant information concerning the felony conviction. Please also provide details on why you would like to attend ESU and how the conviction will not affect your success at ESU nor the health and safety of ESU community, AND;

2) Please sign, and date below and move to Part 2 of this form (you must sign in two places).

\_\_\_\_\_  
Applicant Signature and Date

**No** - I have not been convicted of a felony. I answered yes to this question in error on my application. You do not need to complete part 2 of this form. Please sign and date this form below and return to our office:

\_\_\_\_\_  
Applicant Signature and Date

Mail Completed Form to: East Stroudsburg University  
Hold Review Process  
(relevant office)  
200 Prospect Street  
East Stroudsburg, PA 18301

Felony Conviction Supplement Form

**FELONY CONVICTION SUPPLEMENT FORM:**

**Part 2: Personal Data**

Applicant Name: \_\_\_\_\_  
Last First Middle Former/Maiden

\_\_\_\_\_  
Student Identification Number (if known) Application Term

Aliases-List names, dates used, reasons (e.g., prior marriage, maiden name, etc.)

\_\_\_\_\_  
Date of Birth (MM/DD/YYYY): \_\_\_\_\_ Social Security Number: XXX-XX-\_\_\_\_

Driver's License #: \_\_\_\_\_ State: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

List all states in which you have lived: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_,

**Current Contact Information:**

Address: \_\_\_\_\_  
Street City State Zip From: (MM/YYYY) To: (MM/YYYY)

Telephone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Mobile Telephone Number: \_\_\_\_\_

**Complete and sign the statement below:**

I hereby certify that to the best of my knowledge, the information furnished above is accurate, true, and complete. I understand that if found to be otherwise, it is sufficient cause for refusal, dismissal, or discipline. I authorize representatives of East Stroudsburg University to make any and all appropriate inquiries regarding the information listed in this supplement, including conducting a criminal history background check through a third party provider. **I hereby release the University, its officers, employees, and representatives from any liability or damage that may result from furnishing the information requested or conducting the background check.**

\_\_\_\_\_  
Applicant Signature and Date

Mail Completed Form to: East Stroudsburg University  
Hold Review Process  
(relevant office)  
200 Prospect Street  
East Stroudsburg, PA 18301

**Please note:** Your application for admission is not considered complete until such time all requested information (including this documentation) is received by the East Stroudsburg University (relevant office). Your application may be canceled as incomplete should this requested documentation not be received within two weeks of the request date.