Duty to Disclose and Consent to Release of Information

Instructions: Please read the following statement and type your full name and date in the spaces provided.

Accepted students to the UW-Madison School of Social Work have a continuing duty to update information they disclosed on all background checks required by the School of Social Work. This duty includes any addition to or change in information previously disclosed on these initial required background checks. Please note that the School of Social Work will share your background check information with agencies as part of your field placement process.

By typing your name below, you certify that you agree to notify the Field Education Program within 10 days of any changes or inaccuracies in and/or corrections to the information you disclosed in all background checks required by the School of Social Work. You also certify that you understand and agree that you have a continuing duty to notify the Field Education Program of any new arrests or convictions during the time that you are a student in the School of Social Work at the University of Wisconsin-Madison. Failure to meet this duty may result in any of the following sanctions:

- BSW students may be required to engage in remediation deemed appropriate by the School of Social Work, may be dismissed from their field placement, or dismissed from the Field Education Program, resulting in the student’s inability to complete their BSW degree.
- MSW students may be required to engage in remediation deemed appropriate by the School of Social Work, may be dismissed from their field placement or from the Field Education Program and Social Work Program, resulting in the student’s inability to complete their MSW degree.

By typing your full name below, you also consent to UW-Madison employees disclosing to and discussing with your field placement site any changes or correction to information you disclosed relating to all background checks, so that the site can determine whether your continued placement is appropriate. BSW and Full-Time MSW Program students should contact Audrey Conn, Interim Director of Field Education, at (608) 263-1032 or amconn@wisc.edu to provide any updates to their background check information. Part-Time MSW Program students should contact Amanda Ngola, Field Education Coordinator, at (608) 265-4570 or amanda.ngola@wisc.edu.

I _____________________________ understand that by signing this document on this date ____________, I am acknowledging that I have a continuing duty to notify the Field Education Program within 10 days of any changes or inaccuracies in and corrections to the information I disclosed in all background checks required by the School of Social Work and that UW-Madison employees may disclose and discuss this information with my field placement site.