



TEXAS DEPARTMENT OF LICENSING & REGULATION

P.O. Box 12157 • Austin, Texas 78711-2157

www.tdlr.texas.gov

NOTICE OF POTENTIAL INELIGIBILITY FOR LICENSE

Texas law:

- restricts the issuance of occupational licenses based on a license applicant's criminal history; and
- authorizes the Texas Department of Licensing and Regulation (TDLR), in some cases, to consider a person convicted, even though the person was only on probation or community supervision without a conviction.

As an applicant/enrollee in an educational or training program that prepares individuals for issuance of an occupational license, I have been provided with notice by _____
[NAME OF EDUCATIONAL PROGRAM PROVIDER] of the following:

- If I have been convicted of an offense or placed on probation, I might not be eligible for an occupational license issued by TDLR after I complete this educational or training program;
TDLR's criminal history guidelines are available at www.tdlr.texas.gov/crimconvict.htm and include restrictions or guidelines TDLR uses to determine eligibility for an occupational license; and
- I have the right to request a criminal history evaluation letter from TDLR, which is explained in more detail at www.tdlr.texas.gov/crimhistoryeval.htm.

Section 53.152, Occupations Code, requires that notice be provided to each applicant and enrollee regardless of whether the applicant or enrollee has been convicted of an offense.

REFUND AND ORDERED PAYMENTS. State law requires TDLR to order an educational program provider to refund tuition, license application fees, and examination fees if:

- TDLR determines the provider failed to provide notice to me; and
- my license application was denied because of my criminal history.

ACKNOWLEDGEMENT

By my signature below, I, (*Print Name of Applicant/Enrollee*) _____,
certify that I have read and understand the information above.

(*Signature of Applicant/Enrollee*)