

## **Prior Felony Conviction Policy**

State University of New York (SUNY) policy prohibits University at Buffalo admission applications from inquiring into an applicant's prior criminal history. After acceptance, the University shall inquire if the student previously has been convicted of a felony if such individual seeks campus housing or participation in clinical or field experiences, internships (where a criminal history background check is required) or study abroad programs. The information required to be disclosed under SUNY policy regarding such felony convictions shall be reviewed by a standing campus committee consistent with the legal standards articulated in New York State Corrections Law, and other applicable law.

Students who have previously been convicted of a felony are advised that their prior criminal history may impede their ability to complete the requirements of certain academic programs and/or to meet licensure requirements for certain professions. Students with such matters are advised to contact the dean's office of their intended academic program.

University at Buffalo students who disclose a prior felony conviction are not automatically barred from participation in a covered activity. Students will be reviewed by a standing review committee.

The student must provide the following to the committee chair for the review process:

Required:

- A copy of the student's criminal history record (excluding sealed conviction records) from the NYS Division of Criminal Justice Services, or the equivalent document for jurisdictions outside of New York State.
- If currently on parole or probation status, references from the NYS Department of Correctional Services Division of Parole or the Office of Probation and Correctional Alternatives.
- A personal interview with the campus committee, and/or submission of additional information requested by the committee, if the committee deems it necessary.

Optional:

- A personal statement to provide information to the committee relative to their conduct before, during and/or following the felony conviction.
- Personal references from counselors, parole/probation officers, current or past employers, religious advisors, and others.

It is incumbent on the student to provide all information in a timely manner, as failure to do so may delay or preclude participation in the requested activity/program.

After evaluating all information submitted, the campus committee will decide whether to grant or deny the student's participation in the covered activity or to grant such participation subject to conditions. The committee's statement of decision shall be submitted, in writing, to the student and impacted campus office. The determination of the committee is final and not subject to appeal or further review.