



# Pre-Evaluation of Criminal Charges/Conviction(s)

Occupational Licensing & Registration Division

Only individuals enrolled or planning to enroll in training to obtain **an initial license** and believe they may be **ineligible for the license due to a conviction or deferred adjudication** are eligible to request a pre-evaluation.

**Note: To complete form, you must first save this document to your computer. (attach additional pages as necessary)**

## Section I: Basic Information

Type of License Requested	Last Name	First Name	Middle Name	Suffix
Last 4 of SSN	Email Address	Date of Birth / /	Maiden/Other Names	
Mailing Address:		Home Phone:	Work Phone ( ) -	

**Please check one of the following boxes:**

- I have been arrested or received a criminal conviction and have attached a Texas DPS report or court documents attesting to the criminal history.
- I have been arrested or received a criminal conviction and my history is listed in Section II/III.

**Section II: Conviction Information\*** (List all convictions, including deferred or dismissed cases, above a Class C Misdemeanor, regardless of age.)

Date Convicted (Required) / /	Offense(s) Convicted Of (Required)			
Docket Number (if known)		Trial Date (if known) / /		
Court Where Convicted (if known)		Court Mailing Address (if known)		
City (Required)	State	County	ZIP+4 -	Phone Number ( ) -

**Section III: Arrest Information\*** (List all arrests, regardless of age.)

Date Arrested or Charged (Required) / /	County and/or Court where Charges are Pending (Required)			
Offense(s) Charged With (indicate felony or misdemeanor and class)				
Docket Number (if known)		Trial Date (if known) / /		
Name of Arresting Agency (if known)		Arresting Agency Mailing Address (if known)		
City (Required)	County	ZIP+4 -	Phone Number ( ) -	

I affirm that the above information is true and correct. I understand that fraudulent or falsified information could result in denial of this application pursuant to Tex. Admin. Code § 30.33 or revocation of my license pursuant to Tex. Water Code § 7.303.

Name (Type or Print)

Signature

Date

## Section I: Basic Information

**License Program** – TCEQ License type for which you want to apply.

**Last Name/First Name** - as it appears on your Government-issued ID

**M.I.** - as it appears on your Government-issued ID

**Suffix** - Jr., Sr., III, etc., as it appears on your Government-issued ID

**Last 4 of SSN** - Last 4 digits of your Social Security Number

**Email Address** - email address at which we can contact you

**Date of Birth** - MM/DD/YYYY (ex: 04/01/1978), as it appears on your Government-issued ID

## Section II: Conviction Information: (List all convictions, including deferred or dismissed cases, above a Class C Misdemeanor, regardless of age.)

**Date Convicted** - date of guilty verdict (MM/DD/YYYY)

**Offense(s)** List all convictions, dismissals, and deferred cases. Convicted Of - List all offenses of which you were convicted. Include the class and level of charge — for example, First Degree Felony or Class C Misdemeanor.

**Docket Number** - What is the number of your court proceedings?

**Trial Date** - When was your trial (MM/DD/YYYY)?

**Court Where Convicted** - ex: Travis County Court # 3

**Court Mailing Address/City/State/ZIP+4/Phone Number**

## Section III: Arrest Information: (List all arrests, regardless of age.)

**Date Arrested or Charged** - date of arrest or court appearance (MM/DD/YYYY)

**County and/or Court, Address, Phone #, Where Charges are Pending** - ex: Travis County Court # 3

**Offense(s) Charged With (indicate felony or misdemeanor and class)** - List all offenses you have been charged with here. Include the class and level of charge — for example, "Class A Felony" or "Class C Misdemeanor."

**Docket Number** - What is the number of your court proceedings?

**Trial Date** - What is your trial date (MM/DD/YYYY)

**Name of Arresting Agency** - What law enforcement agency arrested you?

**Arresting Agency Mailing Address/City/State/ZIP+4/Phone Number**

\*If you cannot recall arrest(s) or conviction(s), you may go to one of the websites below and purchase a report to submit along with this signed form. You must also attest to any criminal arrest or conviction outside the State of Texas.

- To locate websites for courts in Texas, visit the jurisdiction map with the County/District number index:

<https://card.txcourts.gov/DirectorySearch.aspx>

- Texas Department of Public Safety Public Criminal History Search:

<https://publicsite.dps.texas.gov/ConvictionNameSearch/>

## Contact Information:

### Mailing Address:

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Please submit this form to [licenses@tceq.texas.gov](mailto:licenses@tceq.texas.gov) or the mailing address above.