



# TEXAS DEPARTMENT OF LICENSING & REGULATION

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

[www.tdlr.texas.gov](http://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](http://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](http://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*)