



# Indiana Department of Education

Dr. Katie Jenner, Secretary of Education

## Notice of Criminal Conviction of Indiana Teacher – Instructions

**<https://www.in.gov/doi/legal/educator-misconduct-forms-and-faq/>**

1. When a teacher is convicted of one of the offenses listed in IC 20-28-5-8 or IC 35-50-10, the prosecutor and sentencing court must send notice of the conviction to the Indiana Department of Education.
2. The sentencing court and/or the prosecutor completes the Notice of Criminal Conviction for an Indiana Teacher form.
3. The completed form can be sent to the Indiana Department of Education at:  
115 West Washington Street  
Sixth Floor, Suite 600  
Indianapolis, IN 46204  
Facimile 317-232-0744  
Email [legal@doe.in.gov](mailto:legal@doe.in.gov)
4. The sentencing court must also notify the school where the teacher was last employed of the criminal conviction. A list of Indiana schools can be found on the Indiana Department of Education's website at: <https://www.in.gov/doi/it/data-center-and-reports/> under the General School Information and Indiana School Directory links.