

**CLEARANCES FOR ALL NEW EMPLOYEES MUST BE CURRENT WITHIN
ONE YEAR FROM THE DATE OF APPLICATION**

**WHEN APPLYING FOR YOUR CLEARANCES,
IT IS SUGGESTED THAT YOU APPLY ON-LINE
FOR EACH OF THE CLEARANCES
(BE SURE TO PRINT EACH CLEARANCE ONCE COMPLETED.)**

- **PA STATE POLICE CRIMINAL RECORD CHECK (ACT 34):**
[HTTPS://EPATCH.STATE.PA.US/HOME.JSP](https://epatch.state.pa.us/home.jsp)

After registering, be sure to click on the Control # and print the RESPONSE FOR CRIMINAL RECORD CHECK.
"RECORD CHECK REQUEST RESULTS" OR "INVOICE FOR CRIMINAL RECORD CHECK" ARE NOT ACCEPTABLE

- **PA CHILD ABUSE HISTORY CLEARANCE (ACT 151):**
[HTTPS://WWW.COMPASS.STATE.PA.US/CWIS/PUBLIC/HOME](https://www.compass.state.pa.us/cwis/public/home)
PRINT RESPONSE AND KEEP A COPY FOR YOUR RECORDS AS WELL

- **FEDERAL BUREAU OF INVESTIGATION (ACT 114) FINGERPRINT CLEARANCE:**
[WWW.IDENTOGO.COM](http://www.identogo.com)
**SEE EASY-TO-FOLLOW PRE-ENROLLMENT STEPS
ON THE REVERSE SIDE OF THIS PAGE.**

WHEN YOU HAVE RESULTS OF ALL THREE CLEARANCES (AND TB RESULTS, IF REQUIRED),
SUBMIT THEM TO YOUR BUILDING SECRETARY OR THE SUPERINTENDENT'S SECRETARY

- **WEBSITE FOR ACT 126 – RECOGNIZING AND REPORTING CHILD ABUSE –**
[WWW.REPORTABUSEPA.PITT.EDU](http://www.reportabusepa.pitt.edu)
PROVIDE A COPY OF THE CERTIFICATE FOR YOUR PERSONNEL FILE

FBI FINGERPRINT INSTRUCTIONS →

