

## Background Clearance Information

### Pennsylvania State Police Check

<https://epatch.pa.gov/home>

- Choose "Individual Request"
- Select Reason – **MUST BE FOR EMPLOYMENT**
- Complete information required, submit clearance, save PDF version of results.

**Fee - \$22.00**, Standard Record Check Request. Only this type of request is accepted for employment purposes.

### Pennsylvania Child Abuse History Clearance

<https://www.compass.state.pa.us/cwis/public/home>

- Create an Individual Account
- "Access my Clearances"
- "Create Clearance Application"
- Select reason "School Employee Governed by Public School Code: Applying as a school employee who is required to obtain background checks pursuant to Section 111 of the Public-School Code"

**Fee- \$13.00**

### FBI Fingerprint Record

- The Commonwealth of Pennsylvania has changed to a new electronic fingerprinting vendor, IDEMIA, for Federal Bureau of Investigation (FBI) criminal history background checks.
- **Service Name: School Districts**
- **Service Code: 1KG6XN**

**Fee: \$26.20**; All applicants will receive an unofficial copy of their report.

The fingerprint-based background check is a multiple-step process, as follows:

- <https://uenroll.identogo.com/>
- Enter Service code – **1KG6XN**
- "Schedule or Manage Appointment"
- Enter Information required
- After you choose the location to be Fingerprinted at, submit receipt / confirmation of appointment.
- **THE SCHOOL DISTRICT DOES NOT RECEIVE COPIES OF YOUR RESULTS, WE NEED TO VERIFY USING THE UEID # YOU PROVIDE**
- If you cannot locate your receipt or email confirmation, call **855-845-7434** to request your UEID#