

Clearance Information Sheet

Act 114 – FBI Clearance (Please submit your UEID number *after* your prints are scanned.)

<https://uenroll.identogo.com>

Register with Identogo through the above site. When prompted for a Service Code, use one of the two following codes:

* For School District Employment – 1KG6XN

* For School Volunteer – 1KG6Y3

Take a valid photo ID to the fingerprinting site. Once you have registered and had your prints scanned, please notify the Central Office, giving them your “UEID” number.

Sites in this area are:

Riverview Intermediate Unit
270 Mayfield Drive, Clarion, PA
1-800-672-7123

Midwestern Intermediate Unit
453 Maple Street
Grove City, PA 16127

Act 34 – Pennsylvania Criminal History Check (Please apply online; do not use the printed form.)

<https://epatch.state.pa.us/Home.jsp>

Go to “New Record” and follow the instructions through to the Certification Page. Once the Search Results Table appears, click on the Control Number. (Please write down the Control Number for future reference.) The Record Check Details page is opened. **Click on the Certification Form link to access your official clearance. The Record Check Details page is only a receipt and not acceptable as a “clearance”.** Print two Certification pages - one for you and one for your Personnel file.

Act 151 – Pennsylvania Child Abuse Clearance (Please apply online; do not use the printed form.)

Apply for your Child Abuse Clearance online at <https://www.compass.state.pa.us/CWIS>

If you have any questions, please contact Shirley McLaughlin or Theresa Albright at the Central Office, 814-676-1867.

January 2020