

DUNLAP COMMUNITY UNIT SCHOOL

DISTRICT #323

FINGERPRINTING INSTRUCTIONS

Employees, Substitutes, Student Teachers & Volunteers



Volunteer Activities that DO need to have an online application and be fingerprinted:	Volunteer Activities that do NOT need to have an online application and be fingerprinted:
<ul style="list-style-type: none">• Junior Achievement• Anyone who is alone with a student• Field Trip Chaperone• Contract Worker	<ul style="list-style-type: none">• Book Fair• Classroom Party• Community member reader

Take the attached authorization form to the address below on a **MONDAY** or **THURSDAY** from 9AM-12:30 and 1:30-5:00. No appointment necessary:

Strong Office Center Accurate Biometrics

3100 N. Knoxville

Suite 211

Peoria, IL 61603

- They will give you a receipt. Drop off or email the receipt to Dunlap District Office, Human Resources, Jenni Schuck, (jschuck@dunlapcusd.net)
- A copy of your fingerprinting report will be sent directly to the Dunlap CUSD#323 District Office