



THE SAINT CONSTANTINE SCHOOL

Volunteer Clearances Checklist

According to Act 153, as of July 1, 2015, the following clearances are required for school volunteers. Potential volunteers must present clearances/exception form to the school (please email them to pittsburgh@saintconstantine.org). It is highly recommended that volunteers also retain a copy of their clearances for future use. Upon verifying the clearances/exception forms, a faculty member of The Saint Constantine School of Pittsburgh will enter the information in the Volunteer Database. Instructions on how to apply are linked to each clearance listed below.

Please submit this checklist with your clearances/exception form via email or in person.

If you have been **a continuous resident of Pennsylvania for the past 10 years**, please bring the following four items with you:

- ☐ [Pennsylvania State Police Clearance](#)
- ☐ [Pennsylvania Child Abuse History Clearance](#)
- ☐ [Signed "Volunteer Clearance Exception" Statement](#)
- ☐ Completed Volunteer Clearance Checklist

If you have NOT been a continuous resident of Pennsylvania for the past 10 years, please bring the following four items with you:

- ☐ [Pennsylvania State Police Clearance](#)
- ☐ [Pennsylvania Child Abuse History Clearance](#)
- ☐ [Federal Bureau of Investigation \(FBI\) fingerprint report](#) - please use **code 1KG6TR**
- ☐ Completed Volunteer Clearance Checklist

Name: _____

Address: _____

City, State, Zip: _____

Phone Number: _____

Date of Birth: _____

Email Address: _____

(This information is used to organize the TSCS Approved Volunteer Database and will not be used for any other purposes or shared with any organizations not affiliated with TSCS)

Checked by: _____ Revised 03/31/2026