

# Act 153 Clearance Information Sheet

**ACT 114 – FBI Clearance** - Please submit your UEID Number (the receipt) after your prints are scanned.

**<https://uenroll.identogo.com>**

Register/schedule an appointment with IdentoGO through the above site. Use the service code **1KG6XN** for **Department of Education** FBI clearance. The website will assist you in finding a service center location and what documents you must take with you when you proceed to your appointment. Once you have had your prints scanned, you will receive a receipt.

**Please return this receipt to the Administration Office attention Mikelene Teter or email to [teterm@wmasd.org](mailto:teterm@wmasd.org).**

**ACT 34 – Pennsylvania Criminal History Check** - Please use the website for this clearance not 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. (*Hint: Write down the Control Number for future reference.*) The Record Check Details page is opened. Click on the **Certification Page** to access your official Clearance. The Record Check Details page is only a receipt and not acceptable as a ‘clearance’. Print 2 Certification Pages, 1 for you and one for your Personnel File.

**Please submit the clearance to the Administration Office attention Mikelene Teter or email to [teterm@wmasd.org](mailto:teterm@wmasd.org).**

**ACT 151 – Pennsylvania Child Abuse Clearance** - Please use the website for this clearance not the printed form.

**NOTE:** Effective December 31, 2014 an electronic form will be available to apply for your Child Abuse clearance online at **<https://www.compass.state.pa.us/CWIS>**

**Please submit the clearance to the Administration Office attention Mikelene Teter or email to [teterm@wmasd.org](mailto:teterm@wmasd.org).**