

ED 140 FIELDWORK FINGER-PRINTING REQUIREMENTS

If you are doing field work at an ED 140-sponsored 21st Century school site, you must be finger-printed for background clearance. Please make an appointment this week with Diana Bitz, Department of Catholic Schools (DCS), to be fingerprinted. Her address and phone number are provided below. Please note that some independent sites may also require finger-printing. It is up to you to find out their policy and comply with it.

After your background check is completed, if you are over the age of 21, you may work with a group of students without another staff member being present. However, if you are under 21, you may not supervise a group of students unless another supervisor over the age of 21 is present.

Please complete the attached Livescan form and take it with you to the appointment. The fee for the service is \$20, which must be paid at the time you are finger-printed. You will be reimbursed for this fee if you stay enrolled in ED 140 this semester.

To schedule an appointment to be finger-printed, contact:

Diana Bitz

Safe Environment Coordinator

Diocese of Oakland

2121 Harrison St.

Oakland, CA 94612

510.267.8315

510.419.0774 (fax)

dbitz@oakdiocese.org

If you have questions about fingerprinting please check with Professor Hull, your GSI, or UCB 21st Century staff.



REQUEST FOR LIVE SCAN SERVICE

Applicant Submission

ORI: AA846

(Code assigned by DOJ)

Type of License/Certification/Permit

Type of Application: VOLUNTEER

Authorized Applicant Type

Parish/School/Diocesan Site

Contributing Agency Information:

DIOCESE OF OAKLAND

Agency Authorized to Receive Criminal Record Information

01051

Mail Code (five-digit code assigned by DOJ)

2121 Harrison Street

Street Address or P.O. Box

Diana Bitz

Contact Name (mandatory for all submissions)

Oakland CA 94612

City State ZIP Code

(510) 267-8315

Contact Telephone Number

Applicant Information:

Last Name

First Name

Middle Initial

Suffix

Other Name

(AKA or Alias)

Last

First

Date of Birth

Sex

☐

Male

☐

Female

Driver's License Number

Billing

Number

140662

(Agency Billing Number)

Misc.

Number

(Other Identification Number)

Home

Address Street Address or P.O. Box

City

State

ZIP Code

Your Number:

OCA Number (Agency Identifying Number)

Level of Service:

☒

DOJ ONLY

DOJ ONLY

If re-submission, list original ATI number:
(Must provide proof of rejection)

Original ATI Number

DIOCESAN SITE INFORMATION

PARISH/SCHOOL SITE:

Mail Code (five digit code assigned by DOJ)

CITY

Live Scan Transaction Completed By:

Name of Operator

Date

Transmitting Agency

LSID

ATI Number

Amount Collected/Billed