

LIVE SCAN FREQUENTLY ASKED QUESTIONS

1. **Q. Why do I need to be Live Scanned if I just want to volunteer?**

A. The Diocese of San Diego mandates that all persons having direct, unsupervised contact with school children must be fingerprinted for the protection of the children.

2. **Q. I have already been Live Scanned for my job, license, permit or other position – can't that report be forwarded to you?**

A. Because the law requires certain agencies to do background checks, you must be fingerprinted for each agency that you are making application to. This includes volunteers at schools and churches.

3. **Q. I am a police officer, government employee, FBI agent etc. This "top clearance" covers everything, so I do not have to be fingerprinted again.**

A. There is no one fingerprint clearance that covers "all". The only exception the DOJ (Department of Justice), allows is for those who have a valid, California Teaching Credential (excluding 30-day Emergency Credential).

4. **Q. When I get fingerprinted for this school, will I have to be fingerprinted again if my other child is attending a different elementary or High School in the Diocese?**

A. An applicant fingerprinted for the Diocese of San Diego covers all our schools.

5. **Q. I have been fingerprinted before and they always "Reject", because I have very little prints left, can't I just submit the ink card to save time?**

A. The applicant's prints must "officially reject twice" under the Live Scan process. At that time the Diocese will submit a request for "FBI Name Check", eliminating the need to submit ink cards altogether.

6. **Q. Why does it cost so much?**

A. At this time fingerprinting is the most reliable method of identifying a person and tracking their records. The State of California only allows fingerprints to be submitted via Live Scan. There are a total of 3 fees collected for a private school volunteer using the Live Scan process:

DOJ = \$32

FBI = \$19

Rolling Fee = \$15 and higher (depending on Live Scan Location you visit)

7. **Q. What must I provide to be fingerprinted?**

A. You must provide a valid, government issued I.D. (i.e. drivers license, passport, green card or Mexican Consulate I.D. card). Your Social Security number is also mandatory, unless applicant is not a U.S. resident and has never been issued one.