

Shenandoah Valley School District
805 West Centre Street
Shenandoah, PA 17976

PHONE: (570)462-1936

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- **ACT 34 – Criminal History Check**
<https://epatch.pa.gov/home>
 - \$22.00
 - **ACT 151 – Child Abuse Check**
www.compass.state.pa.us/cwis/public/home
 - \$13.00
 - **ACT 114 – Fingerprints**
 - \$24.95
 - A. Registration by website:
 - a. The web site is <https://uenroll.identogo.com>
 - b. **Service Code is 1KG6XN**
 - c. Print out the transaction and bring that with to your appointment. You can make your appointment online when you register.
 - B. Registration by phone (Use this option if you do not have internet access):
 - a. By calling 1-844-321-2101 Monday through Friday 8:00 a.m. To 6:00 p.m. EST.
 - C. Note: If paying by Money Order/Certified Check make payable to MorphoTrust. Credit cards are also accepted. No cash or personal checks will be accepted. Payment is due when you get fingerprinted.
 - D. All applicants receive an UEID (confirmation number) that you **MUST** bring with you at time of your fingerprint appointment. Applicants will also need a valid identification document to appointment.
 - **ACT 24 Arrest - Conviction Report**
 - No fee
 - Form # PDE 6004
 - Obtain form from district office.
 - **ACT 126 - Child Abuse Recognition and Reporting Act**
 - No fee
 - Website: www.ReportAbusePA.Pitt.edu
 - Print out certificate when completed and bring in to office.
 - **ACT 168 – Commonwealth of Pennsylvania Sexual Misconduct/Abuse Disclosure Release**
 - Obtain form in district office.
 - Fill out up to end of Section 1 and return form to Meg to send out. This form is sent to current employer(s) and to former employer(s) that were school entities and/or where the applicant had direct contact with children.
 - If no employment currently or no direct contact with children in previous job(s), fill out section one and return to Meg.