



FBI Fingerprint Process for Volunteers

If you have not lived in Pennsylvania for the past consecutive 7 years, you will need to complete FBI fingerprinting instead of the Pennsylvania criminal record check. This is needed for every adult (18 or over) chaperoning and every adult in your household if you are hosting.

To apply go to: <https://uenroll.identogo.com/workflows/1KG6ZJ/locator/location>

Enter your zip code to find the nearest location.

Click on the location of your choice.

Click “Schedule or Manage Appointment”.

Enter information to complete your registration. Use CISV as the employer address:

Brandywine Valley CISV
1050 Airport Road, #5021
West Chester, PA 19380

Schedule your appointment or select “walk-in”.

NOTE: **Preregistration IS required!** Scheduling an appointment is optional, but scheduled appointments take priority over walk-ins. **3 weeks lead time** is suggested to receive your certificate.

Certificates and signed documents should be sent to Heather Simon:

BV.CISV.Documents@gmail.com

Cost to apply: A fee of \$21.35 is due at the appointment. If you would like to request reimbursement from Brandywine Valley CISV please advise Heather Simon when you return your packet of information.