



Maritime Academy Charter School

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Steps for Obtaining Clearances

1. Child Abuse Clearance: The link

is: <https://www.compass.state.pa.us/cwis/public/home>. You'll want to click on "Create Individual Account" if you haven't logged into this site before, or "Individual Login" if you already have a username and password. This clearance may take up to 14 days to be returned to you. You will receive an e-mail notification when complete – please then log back in to your account, download the clearance, and send to me as an e-mail attachment.

2. PA State Criminal Background Check: The link

is: <https://epatch.state.pa.us/Home.jsp>. Click on "Submit a New Record Check" to get started. Be sure to print or download the clearance at the end of the process by clicking on the "Certification" button then send me the downloaded copy via e-mail attachment.

*3. FBI Clearance: The link is: <https://uenroll.identogo.com/>. Enter Service Code 1KG6Q9. Follow the registration process and schedule your fingerprinting appointment. Once you have completed your appointment, please provide me with your UEID number so that I can access the clearance in the online system.

**Legal residents of the U.S. for more than 10 years can skip this step and complete the FBI waiver. Please reach out to Ms.Fanega if you need a copy.
(Fanega.j@maritimecharter.org)*