



Superintendent of Schools
Alberto M. Carvalho

Miami-Dade County School Board

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VOLUNTEER FINGERPRINT FEE WAIVER REQUEST

Please note: If you have been fingerprinted as a volunteer by Miami-Dade County Public Schools within the last five years, your fingerprint record may still be valid. Please call the fingerprint office at (305) 995-7473 or email schoolvolunteerprogram@dadeschools.net with your name and date of birth to verify.

Volunteer Name: _____ * _____
(First) (Last)

School / Volunteer Site: _____ Email: _____

Please indicate position below: *Descriptions of Level 2 programs can be found at: www.engagemiamidade.net*

- Overnight Chaperone** must be 21 years or older
- Physical Education Assistant** all grade levels
- District / Region Volunteer** District Administrator approval required
- Mentor** program orientation required [click here for more information](#) or visit www.engagemiamidade.net
Name of affiliated **Mentor** organization _____

Prior to scheduling an appointment, this fingerprint waiver must be approved and signed by the principal or work site administrator

Please bring the following to your scheduled appointment:

- Fingerprint Fee Waiver Request signed by the school principal or work site administrator.
- A current valid photo identification (non-expired driver's license, passport, etc.)
- Social Security Card

In case you were not issued a SSN number, please notify the Fingerprinting Department at the time appointment is made. Please arrive approximately ten minutes prior to your appointment time.

Schedule an appointment at least 48 hours by calling 305-995-7473.

We look forward to your service!

Volunteer Signature

Date

Work location #

Principal or District Administrator Approval

Date

Please note, you may NOT BEGIN service until you are cleared at Level 2 (L2) and have met the requirements for that position indicated.
Please allow (5) business days for fingerprint results.