



Superintendent of Schools
Dr. Jose L. Dotres

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*

Name of Affiliated 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 in **blue ink** by school Principal or work site administrator.
- A current government issued 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. Schedule an appointment at least 24 hours by calling 305-995-7473.

Please arrive approximately ten minutes prior to appointment time at:

1450 NE 2nd Ave, suite 150, Miami, Florida, 33132.

We look forward to your service!

Volunteer Signature

Date

Work location #

Principal or Administrator Approval: **(blue ink)**

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

revised 04/23