



Federal Security Clearance Verification

Requirements for active federal security clearance verification

This document confirms the volunteer below has met the following requirements and should not be fingerprinted by DC Public Schools.

1. The volunteer is an employee or contractor of a federal agency and was subject to a federal background check as a condition of his/her employment.
2. The volunteer, as a condition of his/her employment, has an active federal security clearance (i.e. SECRET, TOP SECRET).
Note: A federal suitability investigation does not meet this requirement.
3. The active federal security clearance was issued on _____ (mm/dd/yyyy).
4. Type of security clearance: SECRET TOP SECRET

Volunteer Information

Name:

(Last)

(First)

(Middle)

Print – Human Resources Representative Name

Title

Signature – Human Resources Representative

Date

Phone

Email

Federal Agency Name

Federal Agency Address

City

State

Zip

This original form must be attached to the DCPS Volunteer Application.

For questions, please contact the Volunteer Coordinator at dcpsvolunteers@dc.gov or phone: 202-442-5447.