Community Service-Learning

Security Clearances

All CSL participants working with youth or other vulnerable populations are responsible for the cost of obtaining a Child Abuse Registry Check (CAR) and Police Information Check (PIC), commonly known as a Criminal Record Check (CRC) or Criminal Record Search.

If you have an original copy of a current CAR or PIC/CRC (within 3 months of program start), you may submit that as your security clearance documentation.

IMPORTANT: You will not be able to participate in programming with children or youth until you have submitted your security clearances.

Deadlines

- CFCCN Mentorship Program: Wed, September 20, 2017 (apply immediately)
- Children Rising Mentorship Program: Tue, January 2, 2018 (apply by Nov 20)
- Alternative Reading Week Winnipeg: Mon, February 12, 2018 (apply by Jan 2)
- Leaf Rapids Service-Learning Experience: Mon, April 23, 2018 (apply by Mar 12)

Note: Criminal Record Checks and Child Abuse Registry Checks will be kept on file by Community Service-Learning for six months after completion of the program, and may be shared with and/or stored by all or any of the partner agencies for the CFCCN Mentorship Program.

Child Abuse Registry Check

Attn: CFCCN Mentors – As you will be volunteering with Winnipeg School Division, they will cover the cost of your CAR application. Please contact anny.chen@umanitoba.ca for the form.

For all other participants: The Child Abuse Registry Check (CAR) costs $15.

We recommend that you apply in-person at 777 Portage Avenue between Mon-Fri, 8:30-4:30. You should apply immediately, as processing takes up to 6 weeks. It is possible to apply online, but please note that you will need a professional to witness your documents, such as a professor. For information on how to obtain your CAR: https://www.gov.mb.ca/fs/childfam/child_abuse_registry_form.html

See next page for Police Information Check information.
**Police Information Check**
The Police Information Check (PIC) is commonly known as the Criminal Record Check (CRC) or Criminal Record Search.

**Attn: CFCCN Mentors** – As you will be volunteering with Winnipeg School Division, they will reimburse the cost of your CAR application. You must mark “Winnipeg School Division” for the Agency in the application.

**For all participants**: The online Police Information Check costs $49.

Winnipeg residents aged 18 and over should apply for their Police Information Check online as this has the fastest processing time: [https://policeinformationcheck.winnipeg.ca](https://policeinformationcheck.winnipeg.ca)

**Note**: You will need to apply in-person if you are under 18 or through the RCMP if you live outside of Winnipeg. If you need to apply in-person, you should apply immediately, as processing takes up to 8 weeks. See below for links.

**Application Info**

Reason for applying: Volunteer  
Agency: University of Manitoba Service-Learning (CFCCN Mentors: Winnipeg School Division)  
Working with: Children / Youth – Mark YES to vulnerable sector search

Volunteer Description: University students will help facilitate activities for Indigenous and Newcomer youth in group settings, under the supervision of partner agency staff.

**Helpful Links**

Child Abuse Registry Check:  

ePIC: [https://policeinformationcheck.winnipeg.ca](https://policeinformationcheck.winnipeg.ca)

Winnipeg Police Service: [http://www.winnipeg.ca/police/pr/pic.stm#pic](http://www.winnipeg.ca/police/pr/pic.stm#pic)