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.

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 contactanny.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** (ePIC), commonly known as 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 ePIC application. You must mark “Winnipeg School Division” for the Agency in the application, and email your receipt to court@wsd1.org.

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: Mentors will help facilitate activities and outings for 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)