



Stefan Bean, Ed.D.  
County Superintendent of Schools

**ORANGE COUNTY DEPARTMENT OF EDUCATION**  
**FINGERPRINT CLEARANCE**  
**Clearing House Consortium**  
**Revised: 06/15/20**

This document is proof of fingerprint clearance for the Orange County Department of Education (OCDE) Clearing House Consortium (CH) for **any position as a part-time, temporary or substitute employee** in any public school district in Orange County. OCDE has the right to revoke this clearance upon receipt of a subsequent arrest notification from the Department of Justice (DOJ).

**SECTION 1 – APPLICANT INFORMATION (please complete fields, print and sign)**

<b>LAST NAME</b>			
<b>FIRST NAME</b>		<b>MIDDLE NAME</b>	
<b>E-MAIL ADDRESS</b>		<b>TELEPHONE NUMBER</b>	
<b>SOCIAL SECURITY NUMBER</b>		<b>DATE OF BIRTH</b>	
<b>BASIC SKILLS REQUIREMENT</b>	<b>CBEST Date:</b> _____ <b>Other:</b> _____ <b>Out-of-State:</b> _____		

**SECTION 2 - AFFIDAVIT**

*I solemnly affirm/swear that I have filed a paper application for permit/credential, or currently hold a valid permit/credential, which would allow me to take a certificated position as a part-time, temporary or substitute employee.*

\_\_\_\_\_  
*Signature of Applicant*

\_\_\_\_\_  
*Date Signed*

**SECTION 3 –DOJ CLEARANCE  
FOR COUNTY USE ONLY**

**Once OCDE receives a DOJ notification of your clearance, this form will be e-mailed to the address you have provided up above.**

<b>Date DOJ Clearance Received:</b>	<b>OCDE Authorized Signature or Initials:</b>

**SECTION 4 – FOR COUNTY USE ONLY**

<b>Received Date</b>	<b>Registration Date</b>	<b>Issue Duplicate Copy</b>
		<b>Date:</b>

Distribution: Yellow Copy: Orange County Department of Education  
Email Copy: Applicant (after registered by OCDE)

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