

Quick Guide for Volunteer Application



To complete an application to volunteer for our District, go to <http://volunteers.psusd.us>. There you will find detailed instructions and contact information.

What you will need to do:

1. Complete Volunteer Application online. The application will need to be completed each year. You will need to upload the following documents to your online application:
 - ◆ Copy of Driver's License or ID
 - ◆ Copy of Social Security Card
 - ◆ Copy of Live Scan criminal background check clearance (using District Live Scan Form provided online). The cost of the Live Scan ranges from \$60 to \$75.
2. Complete Mandated Reporter Training & provide HR with copy of certificate of completion.
3. Provide HR with copy of current TB test clearance (within 60 days of application). The cost of this exam is about \$40, depending on the service provider.
4. Provide HR with proof of the following immunizations (Early Childhood Volunteers Only):
 - ◆ Pertussis (Whooping Cough)
 - ◆ Measles
 - ◆ Immunized against Influenza

Once all these steps are completed and your application has been approved, you will receive confirmation via email and may begin your volunteer services with PSUSD.

Expenses for Live Scan and TB Test are non-refundable.