

## **FBI REPORT - VOLUNTEERS**

(For those who have not resided in PA at any time within the past 10 years)

The cost of the Pennsylvania applicant fingerprinting process is \$25.75. Your fingerprints will be used for a background check of the FBI database.

To acquire a FBI report – You must first register with COGENT Systems prior to going for fingerprints. This can be done at [https://www.pa.cogentid.com/index\\_dpwNew.htm](https://www.pa.cogentid.com/index_dpwNew.htm) 7 days per week 24 hours a day or by phone Monday thru Friday 8 a.m. to 6 p.m. EST at 1-888-439-2486. You can locate the nearest location to be fingerprinted to you by selecting – ‘Print Location & Hours’.

Payments can be made online using a credit card or debit card or on site with a money order made payable to ‘3M COGENT’. No cash or personal checks will be accepted.

Do not contact Cogent Systems or the fingerprint site after your fingerprints have been submitted. Cogent Systems does not have the means to give the applicant the status of their background check. Complete processing of their results should take no longer than 4 to 6 weeks. If the applicant does not receive their results from the Department of Public Welfare in this time frame, please contact 717-783-6211.

**Reason for fingerprinting - Select:** ‘Employment with a significant likelihood of regular contact with children’