



## VOLUNTEER APPLICATION

Dear Prospective Volunteer,

Thank you for your interest in becoming a CPS Volunteer. While we aim to make this process as straightforward as possible, we also recognize our high level of responsibility for the well-being of our students. As such, we require those who will work most closely with our students to complete background checks and TB tests. The attached form will provide the information we need and will enable us to contact you about volunteer opportunities.

Barbara Byrd-Bennett, CEO  
Chicago Public Schools

### Below is a checklist and description of the documents you must submit:

- Volunteer Interest Form** – Please provide as much information as possible about your interests, preferences, and availability. Submit this form to the school or program where you would like to volunteer.
- Valid government issued photo ID** – Driver's License, State ID, Foreign Government issued ID
- The following additional documents may be required, depending on the level of student contact, and the amount of time spent volunteering:
  - **Certification of Freedom from Tuberculosis** – to be completed by a health care provider. *(if applicable, document will be provided later)*
  - **Volunteer Fingerprint Background Investigation Authorization & Release Form** - to be completed and submitted to an Accurate Biometrics site. *(if applicable, document will be provided later)*

If you are not arranging your volunteer service directly through a school or program, please submit the *Volunteer Interest Form* and a copy of your photo ID to Volunteer Programs via fax (773) 553-1525 or scan and email to [volunteer@cps.edu](mailto:volunteer@cps.edu).

Thank you again for your interest in serving the students of Chicago Public Schools. We hope you will find this a satisfying and rewarding experience.

For more information, please visit <http://cps.edu/Pages/Volunteers.aspx>, call 773-553-1544 or email [volunteer@cps.edu](mailto:volunteer@cps.edu).