

Background Checks at CPS Board of Education

Background checks are available in the **Employee Care Center at the Education Center, 2651 Burnet Avenue**, for current and new CPS employees, consultants, volunteers and interns working with our district.

Hours to obtain BCI and FBI information are *Monday through Thursday 9:30 AM-12:30 PM, 1:30 PM-3:00 PM.*

No appointment necessary - walk-ins welcome – Monday through Thursday (not Fridays)

What to bring: State ID or Driver's License, and payment type.

Payment types: credit card or exact cash (no change available)

BCII and FBI - \$50. BCII only - \$25. FBI only - \$30. (\$5 local background check not offered.)

Note: It takes **up to 30 days** for results to be returned – when available, you will be notified via email (check spam/junk).

For renewals, only the FBI is needed if you have continually lived in Ohio for the past five years. New employees and non-Ohio residents need both.

Not sure if you need a background check? Check your SAFE account at ODE. Those with expiring background checks should receive notification via Business Plus/Sungard.

CPS contact is Saryna Faulkner at 363-0153 or faulksa@cps-k12.org).