



Chapter 7—Human Resources

AP 7337 - Fingerprinting

Reference: Education Code Section 87013; 88024

The District, prior to employment, shall require each person to be employed, or employed in, a position to complete fingerprint clearance through a Department of Justice approved Live Scan provider, with a personal description of the applicant or employee, as the case may be.

The fee for the service is determined by the State Department of Justice to be sufficient to reimburse the department for the costs incurred in processing the application. The agency may collect an additional fee payable to the law enforcement agency. The fee is not reimbursed to an applicant.

Substitute and temporary employees employed for less than a school year are not exempted from these procedures.

Revised: 12/01/2006

Adopted: 7/21/2004