

# Verification of AmeriCorps Eligibility *(Please initial next to all items)*

\_\_\_ US Citizen (must be US citizen or US national or lawful permanent resident alien of the US)

Provide one of the following:

- Birth Certificate showing that the individual was born on one of the 50 state, DC, Puerto Rick, Guam, the US Virgin Islands, American Samoa, or the Northern Mariana Islands.
- US Passport un-expired, issued to an individual as a US Citizen, and signed
- Report of Birth Abroad of a US Citizen (FS 240)
- Certificate of Report of Birth (DS 1350)
- INS Certificate of Citizenship (Form N 560 or N 561)
- INS Certificate of Naturalization (Form N 550 or N 570)
- Un-expired Passport indicating that the INS has approved temporary evidence of lawful admission for permanent residence
- Departure Record (INS Form I 94) indicating INS has approved it as temporary evidence of lawful permanent residence
- Certificate of Birth
- Permanent Resident Card, INS Form I 551
- Alien Registration Card INS Form I 551

\_\_\_ Birth Date / Age (must be at least 17 years old)

Must provide one of the following:

1. Driver's License, or
2. Item from "citizen section" above

\_\_\_ Education (must have a high school diploma, GED, or agree to obtain one) – Verification of education must be submitted.

\_\_\_ SSN – Social Security Card (must be signed); Social Security Benefit Statement; or DD-214

\_\_\_ Photo ID – Valid government issued Photo ID

## Member Background Check

Any member serving at a site where they will have "recurring access" to children 17 and younger, persons age 60 or older, or individuals with disabilities must agree to successfully complete a criminal record check, Child abuse clearance and a FBI Check. The site supervisor must review the results and accept the results as meeting their standards set in their own screening process before the member can be enrolled in the Keystone SMILES AmeriCorps program and begin serving at the site. These sites shall, to the extent permitted by state and local law, conduct criminal record checks on these members as part of the screening process. A copy of the completed background checks must be submitted to Keystone SMILES before acceptance and enrollment.

The SMILES AmeriCorps Program will also conduct a name search, on all potential and active members, in the National Sex Offender Public Registry. Any member who is registered as a sex offender cannot participate in the Keystone SMILES AmeriCorps program.

\_\_\_ Consent to conduct criminal record, Child Abuse, FBI and National Sex Offender Public Registry (NSOPR) Check.

## Potential AmeriCorps Member

By signing this document, I certify I have read and agree to provide all the information above if selected as a Keystone SMILES AmeriCorps member. I also consent, as an applicant to the Keystone SMILES AmeriCorps Program, to the above Criminal, FBI, Child Abuse and NSOPR checks.

If selected, Keystone SMILES AmeriCorps provides members with a uniform, please give us your preferred shirt sizes.

\_\_\_ T-shirt    \_\_\_ Sweat Shirt    \_\_\_ Dress Shirt    \_\_\_ Outerwear

Applicant Name: \_\_\_\_\_ Signature \_\_\_\_\_ Date: \_\_\_\_\_

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### To be completed by an AmeriCorps Representative

I certify as an AmeriCorps representative I have discussed the above eligibility information with the applicant:

Name: \_\_\_\_\_ Signature \_\_\_\_\_ Date: \_\_\_\_\_