



Dear DCNR Ranger Unpaid Law Enforcement Internship Applicant,

Please read the following important information regarding requirements for the DCNR Ranger unpaid law enforcement internship:

In order to be considered for this learning experience, you must be at least 18 years of age. In addition, you must request the following clearances and submit the results to your supervisor no later than 30 days after your start date:

1. Criminal Background Check - PA State Police (Felony convictions will exclude individuals from an unpaid intern experience.)

This check reports any criminal convictions or violations on the State level. Instructions and application can be found at <https://epatch.state.pa.us/Home.jsp> Click on "New Record Check" (*Volunteers Only*) for your free report.

2. Pennsylvania Child Abuse Clearance History

This clearance checks for any alleged child abuse investigations and confirmed child abuse reports that may or may not result in a criminal conviction. Instructions and application can be found at <http://www.dhs.pa.gov/provider/childwelfareservices/childabusehistoryclearanceforms/index.htm#.VuhNASv2Yy9>. Under "Purpose of Certification" you will check "Volunteer having direct volunteer contact with children" for your free report.

If you have any questions, please contact Liz Martinec, Diversity Manager, DCNR Bureau of Human Resources, at 717.783.8732 or emartinec@pa.gov.

I acknowledge that I have read and understand the requirements for a DCNR Ranger unpaid law enforcement internship experience.

Name (print): _____

Signature: _____

Date: _____