

## Scholar Academy Volunteering FAQ

1. Is volunteering required at Scholar Academy? Scholar encourages parents and family to volunteer, however it is not required.
2. How do I log my volunteer hours? Is this required? Logging volunteer hours is not required.
3. Is there any incentive to volunteering? Volunteering gives you a chance to be able to be a part of your child's education.
4. Is a background check required? Yes. To work with or around the students at Scholar Academy, you are required to complete a "LiveScan" fingerprint and Electronic Background Check in accordance with Utah State Law. Your start of volunteering is conditional until this is complete.
5. Where do I get my background check done?
  - a. **Academia West**  
290 N. Flint St., Kaysville, UT 84037  
APPOINTMENTS:  
(801) 444-3865 or [hr@academicawest.com](mailto:hr@academicawest.com)
  - b. **Bureau of Criminal Identification**  
3888 W. 5400 S., West Valley, UT 84119  
Monday – Friday 8am to 5pm
  - c. **Tooele School District**  
92 S Lodestone Way, Tooele UT 84074  
435-833-1900  
Monday, Tuesday, Thursday: 2-4pm.  
Tuesday: 10am-12pm by appointment only
6. How much does a background check cost?
  - \$25/person at Academia West
  - \$40/person at Tooele School District
7. What forms of payment are accepted? Cash, check, or card
8. What documentation do I need to bring? A picture ID and the school form so that it is coded correctly to our system. This form is available in the front office, or you may contact Mrs. Gailey and she will send you a PDF document. You will also be required to fill out a consent form that allows Scholar to view your background check anytime.
9. Can I bring in a background check that I have already done? The only background checks that are accepted are the ones done via LiveScan.
10. Can I bring in a background check from the PD? Fingerprints done at the city offices or police department are not valid