

Volunteering in Miami-Dade County Public Schools is as easy as 1-2-3!

Persons interested in volunteering must:

1. Register at the school site of your choice.
2. Successfully complete a background check. (at no cost to the volunteer)
3. Attend an orientation meeting once you have been contacted that you are approved to volunteer.

Volunteers who wish to perform one of the following duties at the school must receive a fingerprint background check.

- Chaperone on overnight field trips
- Assist with athletic events or in physical education classes
- Mentor a student
- Become a Listener/Oyente
- Become a Certified Volunteer

For all other volunteering duties, the person will adhere to the same steps as stated above and the background check is conducted electronically rather than a fingerprint check.

Please note: The fingerprinting technicians need to adhere to this schedule; therefore if you want to ensure that your fingerprints are taken, please arrive early and not a few minutes prior to closing time. Chances are there already will be people in line waiting.

For your convenience: On Tuesdays and Thursdays, the fingerprinting mobile unit will come to any school that has 15 or more volunteers needing fingerprinting. Just call 305-986-8669 to schedule a block of time.

The Fingerprinting Office in the 1500 Biscayne Boulevard District office is ***still*** an option open to *any* volunteers who wish to come downtown. For an appointment call 305-995-7472.

Whether you are going to the district office, a region office or a school site, the following is still required:

- ✓ Original letter requesting fingerprints (signed by school site administrator in blue ink)
- ✓ Photo ID
- ✓ Proof of Social Security Number

Below is information about locations that offer fingerprinting services and the times of operation.

Monday

10:30 a.m. – 12:30 p.m.

Region 1: 733 E. 57th St., Hialeah

2:00 p.m. - 4:15 p.m.

Region 2: 1515 N.W. 167th St., Miami - Suite 300

Wednesday

10:30 a.m. – 12:30 p.m.

Region 3: 1080 La Baron Drive, Miami Springs

2:00 p.m. – 4:15 p.m.

Region 4: 2201 S.W. 4th St., Miami

Friday

10:00 am -noon & 1:00-3:00 pm

Region 5: Kendale Elementary
10693 S.W. 93 St., Miami

2:00 p.m. – 4:15 p.m.

Region 6: 698 N. Homestead Blvd., Suite 200
Homestead

Tuesdays and Thursdays

School sites needing to have 15 or more persons fingerprinted can schedule the mobile unit at the school. Call for scheduling. (305-986-8669)

Call 305-986-8669 to make your appointment