

For Students Who Are Able to go to a City or Town Police Authority to Obtain a Police Record Check (PRC)

Present yourself in person at your local police station and complete the required form that you will be given. Be prepared to present government issued identification and to pay a fee.

Check the chart below as some jurisdictions will not accept our “letter to all police services” and require a customized form before you go in to apply.

If you have any questions, please contact the Faculty’s authorized representatives:

Lakehead Thunder Bay	Lakehead Orillia
<p>Kathy Matic</p> <p>Tel: 807-343-8046</p> <p>Email: kmatic@lakeheadu.ca</p> <p>Mailing Address Faculty of Education, Lakehead University 955 Oliver Road, Thunder Bay, Ontario P7B 5E1</p>	<p>Julie Howell</p> <p>Tel: 705-330-4008 x. 2013</p> <p>Email: jhowell@lakeheadu.ca</p> <p>Mailing Address Faculty of Education, Lakehead University 1 Colborne Street West Orillia, Ontario L3V 7X5</p>

Once you have all of your documentation (Police Record Check and TB skin test), keep everything with you in a safe place. Do not send it in to us over the summer. Bring everything with you when you come to Lakehead. Your 4490 course instructor will be collecting photocopies of your documentation in class. Also, your placement school will ask to see your original documentation (we do not have your placement confirmation yet).

Make copies and keep those in a safe place, perhaps at your home residence or with relatives, where you can access a copy should you misplace the originals (please be aware though, that most Boards require viewing an original document – therefore, wherever possible, request **two** originals when you apply).

<p>Durham Regional Police</p> <p>http://www.drps.ca</p>	<p>Require personalized letter from the Faculty of Education with specific student name. Contact us.</p>
<p>Niagara Regional Police</p> <p>http://www.niagarapolice.ca/en/whatwedo/howtoobtainapvscheck.asp</p> <p>Apply in person once you have received the personalized letter from the Faculty of Education.</p>	<p>Require personalized letter from the Faculty of Education with specific student name. Contact us.</p>

<p>South Simcoe Police</p> <p>http://www.southsimcoepolice.on.ca/police-vulnerable-sector-check.html</p> <p>Apply in person once you have received the personalized letter from the Faculty of Education.</p>	<p>Contact us.</p>
<p>Toronto Police Service</p> <p>http://www.torontopolice.on.ca/prcp/</p> <ul style="list-style-type: none"> You must mail the form once you have received it from the Faculty of Education. The Toronto Police will not accept forms delivered in person. It must be mailed to Toronto Police Service Headquarters – 40 College Street, or there is a "drop box" for Vulnerable Sector Screening requests with a Certified Cheque or Money Order attached to it. No waivers will be accepted at counter. 	<p>Contact us for application form.</p>
<p>South Simcoe Police</p> <p>http://www.southsimcoepolice.on.ca/police-vulnerable-sector-check.html</p> <ul style="list-style-type: none"> Apply in person once you have received the personalized letter from the Faculty of Education. 	<p>Contact us.</p>
<p>Sioux Lookout OPP</p>	<p>Contact us, will not accept generic letter, student name must be filled in by Faculty of Education.</p>