



Air Cadet League of Canada

Volunteer Screening and Registration Renewal

Thank you for your continued participation and dedication as a volunteer with The Air Cadet League of Canada (ACL).

We noted your Screening and Registration will expire within the next three months. If you wish to continue as a volunteer with the ACL, League policy requires that you;

- Complete the attached renewal application
- Successfully complete a Criminal Record Check
- Provide the ACL with a current jpg photo via email

If accepted, your registration remains valid for five years provided you remain active and in good standing with the ACL. By renewing and being approved, you undertake an obligation to report to the ACL any subsequent change to your personal circumstances (example, a criminal offence) that is of a nature that will require a re-evaluation of your position as a volunteer with the ACL.

Criminal Record Check

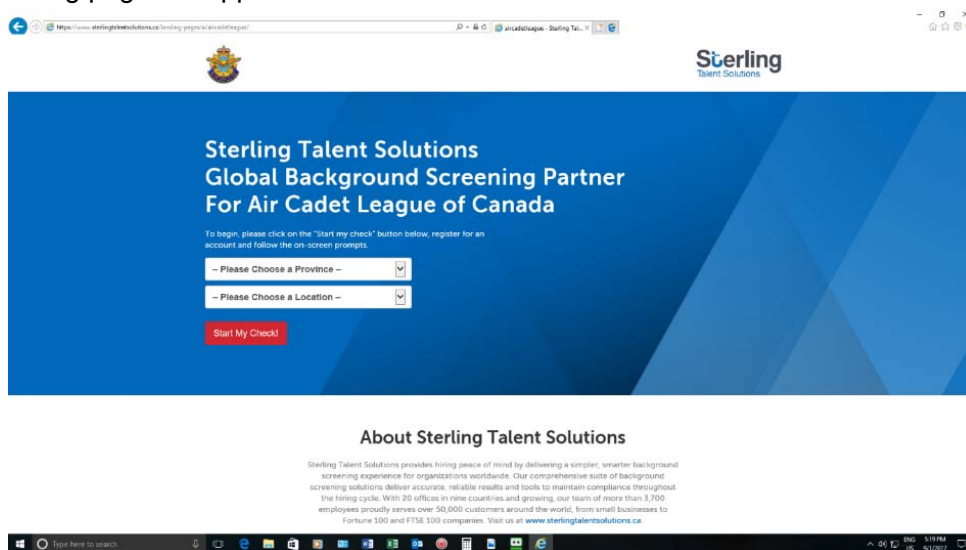
As part of the renewal process, the ACL requires all applicants to undergo a criminal record check. The ACL has contracted with Sterling Talent Solutions, an internationally recognized screening company to provide an Enhanced Police Information Check (E-PIC) for all our applicants.

You do not have to go to a police agency but you can obtain the check from the comfort of your home or office by simply logging on to the Sterling Talent Solutions website and do an on-line application. There is a cost of \$26.00 plus tax which will be borne by you. However, you will “own” the E-PIC and you could direct other volunteer organizations to access your E-PIC without any further costs to you.

It will be necessary to set up a secure account with the company and provide certain personal information to enable them to complete the E-PIC. To access the Sterling Talent / Air Cadet page, please go to the following website

<https://www.sterlingtalentsolutions.ca/landing-pages/a/aircadetLeague/>

and the following page will appear:



From the drop-down boxes, select your province, choose your location (squadron) and then Start my Check. Once completed and payment made, the E-PIC will be emailed, within 24 hours to the ACL Provincial Screening Coordinator for processing.

If you have done an E-PIC through Sterling Talent Solutions for another organization within the last six months, you can simply have Sterling Talent Solutions forward the E-PIC to the SSC at no additional cost to you.

For members of a Sponsoring Committee, please complete the renewal form, save to your computer, print the form and take to your local Sponsoring Committee Chair for final review and completion.

As an ACL provincial committee member, please complete the renewal form, save to your computer, print the form and forward directly to the ACL provincial office.

We thank you for your continued involvement of volunteer service. Your support of the program and the strict screening and selection procedures required for all ACL volunteers is very much appreciated.

Yours truly,

The Air Cadet League of Canada

THESE TWO PAGES TO BE RETAINED BY THE APPLICANT



The Air Cadet League of Canada Applicant Screening and Registration Renewal Form

APPLICANT INFORMATION

Date	Squadron #	Province		
Last Name	First Name	Middle Names		
Aliases		Mr.	Mrs.	Ms.
Address				
City	Province	Postal Code		
Mailing Address (If different from above)				
Home Phone	Cell Phone	Email		
Previous Address (If less than two Years)				How Long
City	Province	Postal Code		

APPLICANT CERTIFICATION

Were you ever convicted of a criminal offence (in Canada or elsewhere) where you have not received a Record Suspension (Pardon) or the Record Suspension has been revoked, or of any offence that may affect your suitability to work as a volunteer?	Yes	No	Initial
I understand that the Air Cadet League of Canada, after due process of consideration and review, reserves the right to accept or decline my services.			Initial
<p>If accepted as a volunteer, I recognize the safety and well-being of cadets as my foremost responsibility. I agree to notify the Squadron Sponsoring Committee Chairperson of any change in status, including charges or criminal offence convictions, while a volunteer of the Air Cadet League of Canada.</p> <p>I certify that the above information is true and correct. I authorize the Air Cadet League of Canada and its Provincial Committees to obtain information about me from any individual as well as from any police agency.</p>			
<hr style="width: 200px; margin-left: auto;"/>			SIGNATURE OF APPLICANT

CHAIRPERSON OR DESIGNATED PERSON'S RECOMMENDATION

	Recommended	Not Recommended	
Print Name			Title
			Signature

TO BE COMPLETED BY THE PROVINCIAL SCREENING COORDINATOR

Application	This Volunteer is:	Screening Card Information
E-PIC	Approved Not Approved	Date Joined _____
Recommendation		Expiry Date _____
Photo	<hr style="width: 100%;"/> Signature PSRC	Notification Sent _____
Date	Squadron	Entered _____
		ID Number