



California State University, San Bernardino Noyce Math and Science Scholars for the Inland Empire

Noyce Scholarship Program Background Check Procedure

Every Noyce Scholar must have a “letter of clearance check” done by the San Bernardino County Sheriff’s office before entering the classroom. Below is the procedure for obtaining this clearance:

1. Get a “Volunteer Form” – you can get this either from the ICMP office (call 909-537-5455 to check we have them and to find out when the office will be open) or from the SBCUSD school campus, or from SBCUSD school police.
2. Fill out the form. Make sure you state you are volunteering for the Noyce program and give Gordon Amerson as your District contact.
3. Take the filled-out form to the Sheriff’s office and ask them to do a “letter of clearance check” since you will be volunteering in a SBCUSD school. The fee for this is \$20. You will be able to get a “Clearance Letter” quickly from the Sheriff’s office. Their hours are Monday thru Friday, 8:00 a.m. to 5:00 p.m. and they accept cash only.
4. Take this approval letter to SBCUSD school police to have it verified.
5. Take the verified “Clearance Letter” to the school in which you will be volunteering and give it to the school administrator and you can get started!

Addresses:

Sheriff’s Office

655 E 3rd ST.
San Bernardino, CA, 92410
Phone #: (909) 387-3545

SBCUSD Campus Police

536 West Baseline ST.
San Bernardino, CA, 92410
Phone #: (909) 388-6130