



For Background/Fingerprint Check:

THE MENTORING CENTER OF CENTRAL OHIO

We are set up to do all of our background screening through The Mentoring Center of Central Ohio. Here are the details on how to get a background/fingerprint check processed for you as a Youth For Christ/Franklinton Literacy Initiative volunteer:

- 1 - You will need to contact The Mentoring Center directly to schedule an appointment. The telephone number is (614) 233-6368. Appointment times are 8:00 a.m. to 4:30 p.m. weekdays, however evening appointments are available as well. When calling, you may need to leave a message on the recorder and then someone will return the call to schedule an appointment. The fingerprinting process should take about 15-30 minutes.
- 2 - The Mentoring Center is located at 195 North Grant Avenue, Columbus, OH 43215 at the corner of Spring and Grant (west of Columbus State College). Metered parking is available on the street around the building. A limited amount of short-term parking spaces are located near the handicap parking spot on the left side of the parking lot in front of the building.
- 3 - You will need to verify your name, address, social security number, and birth date with a current driver's license, state ID, or other valid photo ID. You must also verify current and previously used names.
- 4 - You must verbally identify this agency needing the background/fingerprint check (**Central Ohio Youth for Christ/Franklinton Literacy Initiative**). You will also need to sign a waiver providing the Mentoring Center with permission to conduct the background check and also indicate in writing where the results should be sent. Results should be sent to the Youth For Christ main administrative office at 3630 North High Street, Columbus, OH 43214. We will be providing the funds to cover the cost of this background/fingerprint check.