

CRIMINAL HISTORY REPORT FOR DC PUBLIC SCHOOL EMPLOYEES

If you are an employee of the DC Public Schools (DCPS) agency and you have been fingerprinted by that agency, DCPS will provide direct access to OSSE with information regarding your criminal history report.

As a result of this process DCPS employees do not need to attach a separate criminal history record report when submitting their licensure application packet to OSSE.

In some instances, if you are in the process of being hired by DCPS and your criminal history report information is not available to OSSE at the time you file your license application packet, you may be required to contact dcps.hranswers@dc.gov to notify DCPS that your criminal history information has not been properly received by OSSE. In these cases, you will receive an e-mail notification from OSSE informing you that your criminal history report is not available and that your license application may not be fully processed until this matter is resolved.

If you are not an employee of DCPS, your criminal history report will NOT be provided by their agency.