PENNSYLVANIA ODYSSEY OF THE MIND: EAST-CENTRAL REGION

VERIFICATION OF REQUIRED STATE and FEDERAL CLEARANCES for TEAM COACHES

Dear Administrator,

Your school or organization is the designated sponsor for a team that is preparing to compete in the 2024 Pennsylvania Odyssey of the Mind Creative Problem-Solving Competition. To comply with the Commonwealth of Pennsylvania regulations that govern background checks and clearances, we are requiring you to verify that your organization has the following clearances on file for the individual whose name is listed below as a coach, co-coach, or assistant coach for your organization's team(s).

We are not requesting copies of the clearances themselves, only your verification, in writing, that this coach's clearances are on file in your system. If you have any questions, you may contact me at the email address provided. Numbered items 1, 2, 3

1) Copy this document on to your organization's official letterhead.

2) Affix your initials in the space provided below for each of the clearances listed which you have on file in your system.

3) Sign and date the document. Upon completion, please return the document to the team coach. The team coach will also sign and date the document and mail it to EC-PA Odyssey of the Mind, C/O Zina Jensen, 125 Hickory Rd, Carlisle, PA 17015, or email it to clearances.ec@paodyssey.com. The completed document will be retained in our records.

Thank you for your cooperation and good luck to your Odyssey of the Mind team(s)!

Team Registration Name: _____ OotM Membership #: _____

Coach's Name: _____Problem #: __Division: __

Sponsor School or Organization Name:_____

Sponsor Organization ADMINISTRATOR: Please initial, sign, and date below, to verify that the identified OotM Team Coach has submitted the required clearances to you:

1. Child Abuse Clearance Admin. Initials: _____
2. PA State Police Clearance Admin. Initials: _____
3. FBI Clearance Admin. Initials: _____

Administrator Signature & Date:

_____ Title:_____
Head Coach's Signature & Date:

_____