Practicum and Field Experience Students are required by the School District to be fingerprinted and to have an ID badge before being assigned to a district school.

Field Experience and Practicum Students that have never had a District ID badge:

Complete PBSD Form #1817 and take it with you to the School Police Office (see information attached.)

Your badge will be sent to you. You will present your badge to the AP at your assigned school.

Field Experience and Practicum Students that have an expired District ID badge:

Complete PBSD Form #2280 and take it with you to the School Police Office (see information attached.)

You will receive your badge at the School Police Office. You will present your badge to the AP at your assigned school.

Field Experience and Practicum Students that have a valid District ID badge:

You will present your badge to the AP at your assigned school.

REV: 12/2017
Intern Students are required by the School District to be fingerprinted and to have an ID badge before being assigned to a district school.

**Interns Step 1**

- Interns that have a **valid** District ID badge:
  - See the *Flowchart for Internship Drug Testing.*

- Interns that have an **expired** District ID badge:
  - Complete PBSD Form #2280 *(write Intern next to University Student)* and take it with you to the School Police Office *(see information attached.)*

- Interns that **do not** have a District ID badge:
  - Complete PBSD Form #1817 and take it with you to the School Police Office *(see information attached.)*
  - See the *Flowchart for Internship Drug Testing.*