

12TH GRADE INTERNSHIP PROGRAM

EAST BATON ROUGE PARISH SCHOOL SYSTEM

Greetings Interested Internship Student,

In order for your application to be considered, you must submit a recent or current background check attained within the last thirty (30) days. You may attain a background check from Louisiana State Police (LSP). Please see the information below to assist you in getting the required background check.

Where: Louisiana State Police – 7919 Independence Blvd, Baton Rouge, LA

Hours of Operation: 7:30 AM – 3:30 PM; be there no later than 2:30 PM

Cost: \$26.00 and \$10.00, plus applicable fees; acceptable forms of payment include:

- money order
 - two (2) separate money orders are required (\$26 and \$10), or
- credit, or
- debit card

Complete and print the following forms, prior to your arrival to LSP:

Right to Review Authorization and Right to Review Disclosure

You will wait for the check to be conducted and leave with a copy confirming that your background check is complete, which you can scan and upload to your membership application.

- **Right to Review Authorization**

http://www.lsp.org/pdf/Right_to_Review_Authorization.pdf



- **Right to Review Disclosure**

http://www.lsp.org/pdf/Right_To_Review_Disclosure.pdf



You will need to wait for the background check to be conducted and leave with a copy confirming that your background check is complete. You will also need to request a printed copy of your finger prints. Once complete, submit both copies to the Office of Workforce Development.