

Police Vulnerable Sector Check (PVSC)

Helpful Hints

IMPORTANT: If asked for this on the form, make sure that you write – “as a student in clinical placement I will be working with members of the vulnerable population (i.e. children 18yrs and younger, frail elderly and/or mentally or physically disabled persons).” If you do not, your application may be denied and will delay your permit approval process.

How long will this take?

Please check with your **local** police services to see how long it will take to process your Police Vulnerable Sector Check (PVSC).

In some areas, it takes up to 12 weeks. If your police service is taking longer than 6 weeks to issue a PVSC, you may want to apply now!

Placement Agencies require your PVSC to have been completed less than 6 months ago.

How much will this cost?

Check with your police services or their websites for fee information.

Some police services accept only cash and will only take the exact amount (no change available).

What if I am under 18 years of age?

Due to changes in the Youth Criminal Justice Act (YCJA), police services are no longer providing any type of Police Record Check for persons under 18 years of age. Please contact the Placement Office Administrative Clerk - [Suzana Wilmot](#) to obtain a declaration that both you and your parent/legal guardian will sign.

What other documents will I need with my application?

Contact your local police service to find out which forms of Identification (ID) are accepted.

Usually you need two pieces of Government issued ID and one of them **MUST** be a photo ID. International students will need photo ID such as a passport and proof of address. **See NOTE below.**

Health cards and SIN cards are NOT accepted as proof of identity.

Ontario Provincial Police require a letter from the college **and** the Vulnerable Sector Check form that can be found [here](#).

What should I do if I am an international or out-of-province student?

International Students – only a **local** Police Vulnerable Sector Check (PVSC) will be accepted, not one from your home county. See NOTE below.

Out-of-Province Students – you will need either a Police Vulnerable Sector Check (PVSC) from your home city or town OR from the City of Barrie.

NOTE: If you are new to Barrie, you may obtain your PVSC from Barrie Police Services provided you have proof of residency (i.e. City of Barrie address). Examples of this are your lease agreement or a utility bill with your name and address on it.

What if my police service requires a college letter or signature?

If you are a current or returning student and you require a signed letter from the college, they can be found in your profile on Synergy Gateway under “Important Documents”.

If you are a new student, please contact the Placement Office Administrative Clerk - [Suzana Wilmot](#).

Not all police services require a signature or letter and you may be able to apply directly. Call your local police service to find out where you need to submit the request.

Local Police Services Information – If you reside in these areas

City of Barrie

Barrie Police Services has forms available at the police station. You may be able to apply online, see the website [here](#).

Ontario Provincial Police

If you live in an Ontario Provincial Police jurisdiction, you must submit your reference check form and a letter from the college by email. For current/returning students, these letters are available in your profile on Synergy Gateway under “Important Documents”. Please see exact instructions [here](#).

- The area outside of the city of Barrie
- Orillia and RR #s in the Orillia area
- Midland and Penetang
- Wasaga Beach and area
- Collingwood and The Blue Mountains area
- Alliston and area, including Angus
- Muskoka

South Simcoe Police Services – Innisfil and Bradford

You need our signature on the South Simcoe Police form. Please contact the Placement Office Administrative Clerk – [Suzana Wilmot](#).

York Regional Police – York Region

Download, print and complete their form before attending a detachment. Forms and more information are available [here](#).

Toronto Police Service – City of Toronto

You need our signature on the Toronto Police Service form. Please contact the Placement Office Administrative Clerk – [Suzana Wilmot](#).