# Fieldprint Not Cleared Memo

The applicant has received a “not cleared” status on their Fieldprint result requiring additional documentation of the process implemented to make an eligibility determination per the requirements outlined in § 2540.202. **A copy of this form along with additional documentation used to determine eligibility must be retained in the member file.**

**APPLICANT INFORMATION**

*Name must match the legal name of the individual, as reflected on the documentation used to verify identity*

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| --- | --- | --- |
| First NameClick or tap here to enter text. | Last NameClick or tap here to enter text. | MI Click or tap here to enter text. |
| Position TitleClick or tap here to enter text. |
| Start DateClick or tap here to enter text. |
| Describe how the program determined applicant’s eligibility |
| Acknowledgement of requirement for additional documentation:[ ]  Additional documentation and/or evidence reviewed to determine the applicant’s eligibility status has been included in the member file.Please select **one** of the following options: [ ]  Upon review of further documentation, this applicant is *eligible* for service/work with the program. [ ]  Upon review of further documentation, this applicant is *ineligible* for service/work with the program.  |
| **I certify I have reviewed the results and made the determination indicated above. Additionally, I certify the results of these checks have been kept confidential and the program has allowed the applicant the opportunity to review any findings from the checks.** |
| Date of Consideration  | Time of Consideration Click or tap to enter a date. | Authorized Program Staff SignatureX | Authorized Program Staff Name Printed Click or tap here to enter text. |
| The Date and time of consideration written in by program staff is considered to be the adjudicated date and time of the FBI check. |