

Criminal Record Check Instructions



Thank you for your support in completing this check and helping provide a safe and empowering sport environment for Special Olympics athletes from all across B.C. There is no cost to complete the check. Please contact us at volunteers@specialolympics.bc.ca if you have any questions.

If you complete it before May 31, 2025, screenings may be completed using **ONE** of the below methods. After May 31, 2025, you must visit the RCMP detachment in Prince George to be cleared in time.

1. If you have a current, valid CRC please email a copy directly to crc@specialolympics.bc.ca. CRCs must have been completed within the last 5 years to be accepted.

OR

2. Visit the RCMP detachment in Prince George. Please ensure you have 2 pieces of identification and a copy of the [letter for RCMP Detachment](#). The RCMP will complete the check and provide the results directly to Special Olympics BC.

OR

3. Submit a CRC screening request online via [this link](#). The SOBC access code is **FASDVRNCVC**, and the job title is **volunteer**. This method (shown in blue in the image below) will require that you download the BC Services Card App – applications that choose not to use the BC Services card login will not be completed in a timely fashion. Results will be sent directly from the Ministry to SOBC.

The screenshot shows a multi-step online form for a Criminal Record Check (CRC) screening request. The progress bar at the top indicates six steps: Checklist, Organization Information, Log In (current step), Personal Information, Terms and Conditions, and Application Submitted. The 'Log In' step is highlighted with a yellow circle. The main heading is 'What is your preferred log in option?'. There are two options presented: 'Use your BC Services Card Login' (labeled 'Preferred Method') and 'Continue without your BC Services Card Login'. The 'Use your BC Services Card Login' option is highlighted with a blue background and a red circle around the 'Log In with BC Services Card' button. The 'Continue without your BC Services Card Login' option is crossed out with a large red X. Below the options is a 'Previous' button.

Checklist Organization Information **Log In** Personal Information Terms and Conditions Application Submitted

What is your preferred log in option?

Preferred Method

Use your BC Services Card Login

- ☒ Skip the identity confirmation step with your employer
- ☒ Apply faster
- ☒ See your application progress in real time

Log In with BC Services Card

Continue without your BC Services Card Login

If you don't have a BC Services Card account you can still complete the application.

Continue without BC Services Card

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