



## Coaches with pre-paid codes:

Hello Coach/Volunteer!

Your club admin has tasked you with getting your fingerprints taken at one of our Capital LiveScan locations to be approved by Cal North.

Please click on this link below if you are a coach/volunteer that is getting fingerprinted and have been given a PRE-PAID CODE by your club admin.

[www.ApplicantServices.com/CalNorth-Prepaid](http://www.ApplicantServices.com/CalNorth-Prepaid)

A sub web portal for those applicants who's transaction fees will be paid by the club/district/region who purchased a block of transactions and controls the dissemination of those "prepaid codes" to those who they are paying for.

For an example of what the process will look like for coaches please watch this video:

<https://www.youtube.com/watch?v=VIR496EVQCK>

## What is the applicant's process?(picture steps)

Based on which link was sent to the applicant, the applicant will be required to enter their email address, which will send them a verification/activation code to enter.

You will then select "Cal North-PrePaid" as the fingerprint reason, and enter your pre-paid code.

applicantservices.com/calnorth-prepaid/TransactionPurchase/?cbid=CAAPP\_AE689\_CNSPPT

CalNorth

Contact Us Logout

Select Language Translation Disclaimer Live Scan Locations Transaction History Reschedule Appointment

View Help Video

\* Required

OR

\* Fingerprint Purpose

CalNorth-Prepaid

By completing all the steps in this transaction, you will be completing a CalNorth Soccer Employee application. After your purchase, a LiveScan (8016) form and Payment ID will be downloadable to bring to your scheduled fingerprinting services location.

\* VERIFICATION / PREPAID CODE:

Enter verification / prepaid code

Next

Once the code is entered, the next page will bring them to a pre-filled page stating that they are a coach/volunteer with CYSA. Then the applicant will be required to use the drop down to find their league/organization. (scroll to the bottom of this page to view the league/organizations to find your correct code to provide to the coaches/volunteers)

applicantservices.com/calnorth/TransactionPurchase/?cbid=CAAPP\_AE689\_CNSONL

CalNorth

Contact Us Logout

Select Language Translation Disclaimer Live Scan Locations Transaction History Reschedule Appointment

\* Required

Applicant Submission

\* Type of Application

VOLUNTEER/VCA

\* Reason for Application/Job Title/License/Permit

COACH

Contributing Agency Information

Requesting Agency ORI Literal

CAYOCA YOUTH SOCCER ASSOC

\* Your District/League/Club (Must select from the list)

Help text: "Enter Your District/League/Club, then select from the dropdown".

1 - DISTRICT 1 HQ - DISTRICT 1

101 - MISSION YOUTH - DISTRICT 1 - 01 MISSION YOUTH SOCCER LEAGUE

102 - SAN FRANCISCO - DISTRICT 1 - 02 SAN FRANCISCO YOUTH SOCCER

103 - SF PAL SOCCER - DISTRICT 1 - 03 SAN FRANCISCO PAL SOCCER

105 - S SAN FRANCISCO - DISTRICT 1 - 05 SOUTH SAN FRANCISCO UNITED YOUTH SOCCER LEAGUE

106 - COMM LEAGUE - DISTRICT 1 - 06 COMM LEAGUE

108 - SF VIKINGS - DISTRICT 1 - 08 SAN FRANCISCO VIKINGS SOCCER CLUB

2 - DISTRICT 2 HQ - DISTRICT 2

200 - F SAN JOSE FC - DISTRICT 2 - 00 EAST SAN JOSE FOOTBALL CLUB

Next

Once the organization is selected, they will proceed to the next page where the applicant will enter all their personal information such as name, dob, address, etc.

applicantservices.com/calnorth/TransactionPurchase/?cbid=CAAPP\_AE689\_CN50NL

Select Language Translation Disclaimer Live Scan Locations Transaction History Reschedule Appointment

**Demographics**

\* Date of Birth ? \* Sex ?

Date of Birth of the Applicant. If born before 1900, enter Jan 01, 1900. 📅 F ▼

Date Of Birth is a Required Field.

**Home Address**

Residence House Number ? Residence Direction ?

Applicant's Residence House Number only. If residence is a PO Box, enter 'PO BOX'. Applicant's Residence Street Direction. (e.g. 'N' for '123 NORTH MAIN ST') ▼

\* Residence Street Name ? Residence Apartment Number ?

TRIBUTE RD Applicant's Residence Apartment Number. ?

\* Residence City ? \* Residence State ?

SACRAMENTO CA ▼

\* Residence Zip ? \* Cell Phone ?

95815 (925) 596-9953 ?

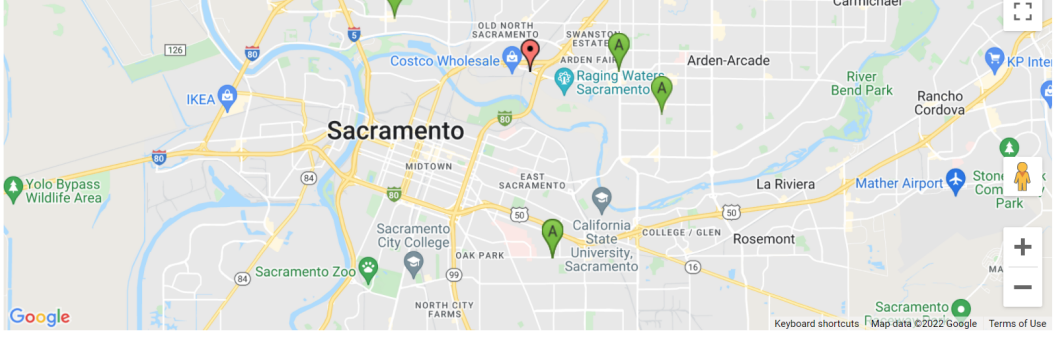
**Identification**

California Driver License ?

The following page will take them to the locations page where the applicant can enter a zip code that will find the closest location to them.

applicantservices.com/calnorth/TransactionPurchase/?cbid=CAAPP\_AE689\_CN50NL

Select Language Translation Disclaimer Live Scan Locations Transaction History Reschedule Appointment



Select one of the LiveScan Service Centers below.

Service Center	Distance	Working Hours	
<b>VERIFIED OPEN</b> <b>The UPS Store 2343 &amp; 0266 - JC4</b> 1731 Howe Ave, Sacramento, CA 95825 Contact: (916) 921-9221 <a href="#">Get Directions</a>   <a href="#">Email Us</a>	1.68 mi	M-F:10AM-4PM	<a href="#">Schedule Appointment</a>
<b>NEW</b> <b>PD6 - UPS Store 0266 - PD6</b>			

After selecting the location, the applicant will be brought to the scheduling page, where they will create an appointment.

applicantservices.com/calnorth/TransactionPurchase/?cbid=CAAPP\_AE689\_CN50NL

Select Language Translation Disclaimer Live Scan Locations Transaction History Reschedule Appointment

### STEP 4 Appointment

Back Next

Select a date and time, then click Next.

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

1:30 PM  
1:40 PM  
1:50 PM  
2:00 PM  
2:10 PM  
2:20 PM  
2:30 PM  
2:40 PM  
2:50 PM  
3:00 PM  
3:10 PM  
3:20 PM  
3:30 PM  
3:40 PM  
3:50 PM

Select Time (PDT)

**VERIFIED OPEN**

**Name**  
The UPS Store 2343 & 0266

**Address**  
1731 Howe Ave, Sacramento, CA 95825

**Contact Info**  
(916) 921-9221  
store2343@theupsstore.com

**Working Hours**  
M-F:10AM-4PM  
(Store's Local Time)

Appointments within 4 hours are blocked. Please pick the next available date/time. If you need service within 4 hours, complete the transaction and then call the service center to check availability within 4 hours. Please arrive on time and do not enter the facility until your scheduled time. Be sure to have your Payment ID or instruction form with Payment ID and QR Code

After creating an appointment, the applicant will watch a mandatory video with fingerprinting instructions prior to your appointment.

applicantservices.com/calnorth/TransactionPurchase/?cbid=CAAPP\_AE689\_CN50NL

Select Language Translation Disclaimer Live Scan Locations Transaction History Reschedule Appointment

**Application Purpose:** CalNorth

**Type of Transaction:** CalNorth

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**Service Center:** The UPS Store 2343 & 0266

**Appointment Time:** Thursday, 03/31/2022 3:50 PM (PDT)

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**Address:** 1731 Howe Ave, Sacramento, CA 95825

**Contact Info:** (916) 921-9221

**Hours of Operation:** M-F:10AM-4PM

**MANDATORY VIDEO INSTRUCTIONS:**

Next **Disabled!**

**YOU MUST WATCH THIS INSTRUCTIONAL VIDEO TO THE END**

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You must watch this instruction video in its entirety in order to proceed. The NEXT button will be deactivated until the end of the video. It is imperative that you understand everything in the video. If you missed anything, please watch it again.

After watching the video, the applicant's live scan form will show up on the following page, which will eliminate the applicant entering specific codes on a paper. The applicant will agree to the terms.

applicantservices.com/calnorth/TransactionPurchase/?cbid=CAAPP\_AE689\_CN50NL

**Terms and Conditions** \*\*\* Must read and scroll through BOTH SECTIONS in order to click on "I Agree".

STATE OF CALIFORNIA  
BCIA 8016 (rev. 04/2020)

(FOR YOUR RECORDS ONLY)

DEPARTMENT OF JUSTICE

**REQUEST FOR LIVE SCAN SERVICE**

Applicant Submission

AE689 VOLUNTEER/VCA  
ORI (Code assigned by DOJ) Authorized Application Type  
COACH  
Type of License/Certification/Permit OR Working Title (Maximum 30 characters - if assigned by DOJ, use exact title assigned)

Contributing Agency Information:

CAYOCA YOUTH SOCCER ASSOC 15687  
Agency Authorized to Receive Criminal Record Information Mail Code (five-digit code assigned by DOJ)  
1767 TRIBUTE RD UNIT F  
Street Address or P.O. Box Contact Name (mandatory for all school submissions)  
SACRAMENTO CA 95815

16.30 through 16.34.) You can find additional information on the FBI website at <https://www.fbi.gov/about-us/cjis/background-checks>.

1 Written notification includes electronic notification, but excludes oral notification  
2 <https://www.fbi.gov/services/cjis/compact-council/privacy-act-statement>  
3 See 28 CFR 50.12(h)

Once confirmed, the next page will allow the applicant to print out the form if needed. (if the applicant chooses not to print the form, they will also be provided with a QR code they can show the clerk at the office of the location)

Lastly, it will provide a receipt.