



Saint Anthony of Padua Grade School
1715 W. Ninth Street
Wilmington, DE 19805
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www.sapgs.org

Criminal Background Clearance

All volunteers are required to obtain Criminal Background Clearance. The Diocese of Wilmington has partnered with InfoRetrieval Services to conduct these background checks. There is an online application process for obtaining criminal background reports. Clearance is valid for 5 years and VIRTUS training is completed annually.

1. Send the bottom portion of this page with your check for \$50.00, payable to St. Anthony's Parish, to the school office.
2. Create a VIRTUS account and complete the learning module.
 - Register at www.virtus.org by clicking 'First Time Registrant' and selecting the Diocese of Wilmington from the dropdown menu.
 - Select St. Anthony's as your primary location. Select Volunteer. If you volunteer at other locations in the Diocese of Wilmington, you will be prompted to add them.
 - Answer the questions. Read and sign the documents. Select if you would like the training in English or Spanish
 - Click on the link under 'Current Training' to complete your online training.
3. Once you have completed the online training, send an email to awhite@stanthony.net.
4. You will be issued an "entry code" to submit your clearance form directly to InfoRetrieval. InfoRetrieval will complete the investigation and send a copy of the report to the Diocese and a copy to you for your records.

Here is the InfoRetrieval link:

<https://volunteer-verify.com/apply>

Thank you for volunteering at St. Anthony's!

Volunteer Name (please print) _____

I wish to receive my entry code by (please check one):

_____ Phone, please call: _____

_____ Email, send to: _____

Please enclose a check for \$50, made payable to St. Anthony's, to the school office.

Updated: 10/19/2026