



Police Information Checks

Camosun International requires Police Information Checks (PICs) from all Camosun Homestay hosts.

All Homestay household members age 18 years and over must submit a PIC to Camosun International.

The PIC must be completed by the local police department.

The PIC must include a Vulnerable Sector Search because hosting Camosun students involves contact with children or vulnerable adults.

The PICs that are submitted with the Homestay Host Application package must be dated within the last 6 months. Updated PICs are required every 3 years thereafter.

There is normally a charge for each PIC. The Homestay host is responsible for all fees associated with obtaining a PIC. There are some waivers for the fee available for some types of volunteer work.

Camosun International does not need to keep your original PIC on file. We do however need to see the original PIC. We will make a copy of the PIC and keep the photocopy of the PIC on file.

Police Information Check Procedure:

- Each individual member of your household, age 18 years and older, must go to the local police department to request a PIC.
- You must inform the police that Camosun International requires a Vulnerable Sector Search due to your contact with children and vulnerable adults.
- You may be required to undergo fingerprinting prior to the completion of your PIC. This additional check can cause a delay in obtaining your completed PIC from the police.
- When you obtain your completed PIC from the police, please bring your original PIC to Camosun International, at either campus. The housing coordinator or the receptionist will make a copy of your original PIC and return the original to you. Camosun International is generally open Monday-Thursday 9-4, and Friday 9-12.

Additional information about PICs is available at the local police departments: [Victoria and Esquimalt](#) [Saanich](#) [Oak Bay](#) [Western Communities](#)