

# Blue Card Services

Working together to keep kids safe



## Applying for a blue card online – Volunteers and Students

### Volunteers and students applying for the first time (no payment required)



Applicant navigates to the online application and registers an account. Registration is a one time process. Applicant will need to validate their identity using a Queensland Department of Transport and Main Roads (TMR) product. If successful, applicant is provided with an online account number. Applicant is advised to provide their online account number to the organisation.



If the organisation is using the organisation portal, they create a link with the applicant in the *Blue card register* section of the portal. Upon successful link, the organisation will have oversight of the person's record and current status in real time. Note: the applicant cannot complete their volunteer/student application online without this link.



The applicant is notified via SMS or email of the successful link with the organisation. They are now able to complete and submit their online application for their volunteer or student blue card.



Blue Card Services receives and processes application. Most online applications for people with no police information should be processed within five business days. It might take longer if further information is required or if we receive police or disciplinary information.



Blue Card Services notifies the applicant and the organisation of the outcome (successful or unsuccessful). If the organisation is using the organisation portal, the portal will reflect the updated status.

