

**EMPLOYEE ELECTRONIC FINGERPRINT PROCEDURES**

Dear Applicant,

N.Y.S. requires all school district employees to be fingerprinted. Please find below the registration website to sign up to get your fingerprints done.

<https://uenroll.identogo.com/workflows/14ZGR7>

Service code is 14ZGR7

Cost is $102.50 upfront save receipt and after working 5 days the district will reimburse you. You must turn in your receipt to the Business Office to receive your reimbursement.

Please call the District Office at 607-656-4161 ext. 3814 to let Stacy Parks know that you have completed the fingerprints. Results will be available in 24 hours.

Thank you.

District Office Staff