CRIMINAL BACKGROUND CHECK
FOR PRE-SERVICE STUDENTS

All students with a field-based or pre-student teaching experience must have evidence of a criminal background check with digital fingerprinting before entering a school/daycare center/preschool/etc. The school systems/centers, etc. require that you have this verification with you at all times and are able to provide them with such when asked for it. This is a process that can take some time, so please complete it in a timely manner. Keep this verification with you when you are in the schools, as an administrator/teacher may request to see it at any point in time. Failure to have this will most likely cause you to be excused from your placement. Alternative arrangements are not usually possible.

You will need the West Virginia Personal Record Check:
IdentoGo.com by Idemia  (855)-766-7746  Cost: $32.50

To schedule a digital fingerprinting appointment online with uenroll.identogo.com:
a. Go to https://uenroll.identogo.com/
b. Enter SERVICE CODE: 228QG9
c. Click GO
d. Select, Schedule or Manage Appointment
e. Enter personal information, Click Next
f. Click, Schedule Appointment
g. Enter zip code and choose the location nearest you, Click Next
h. Choose a Date and Time, Click Submit
i. Review enrollment information, Click Done
j. You will pay at your appointment. Cost is $32.50. Payment methods accepted: credit card, money order or check. NO CASH!

Allow up to 3 weeks for results.
Results are sent to you personally at your address (use your West Virginia local address) that you have indicated on your application. Keep your results in a safe place. You will use them for more than just one semester. Keep a copy with you when you go to your schools. Wait until you have all necessary documentation before you enter the schools and/or preschools/etc.
These fingerprints are only used for pre-service students, not student teachers. (You will get instructions for student teaching fingerprints/student teaching permit which are different than the above.)

This is timely so start this immediately!