



Frequently Asked Questions

Question	Answer
Do I need to schedule an appointment for fingerprinting?	Yes, an appointment is required to be fingerprinted. Walk-ins are not accepted.
What is the fingerprinting/badge cost?	The cost is \$84.25 for fingerprinting and badge (includes fingerprints, badge, five-year retention fee, and processing fee). The cost for the vendor replacement badge only is \$10.00.
What types of payment are accepted?	Credit Card (Visa, MasterCard, American Express, Discover) or Electronic Check
What personal information do I need to complete my registration?	<p>FDLE and FBI require the following demographic information to conduct a fingerprint-based background check:</p> <ol style="list-style-type: none"> 1. Name 2. Alias (if any) 3. Country of Citizenship 4. Social Security Number 5. Date of Birth 6. City & State of Birth 7. Sex/Gender 8. Race 9. Height 10. Weight 11. Eye Color 12. Hair Color 13. Home Address 14. Work/Office Address 15. Phone Number 16. Email Address
How can I be sure that my personal information is protected during the fingerprinting process?	Fieldprint, Inc. is committed to safeguarding the privacy of the data we receive and process. For more in depth information regarding our privacy practices, please view our Privacy Policy which is published on our website.
What do I need to bring to my fingerprinting appointment?	<ul style="list-style-type: none"> • Two (2) forms of identification, at least one (1) of which must be a valid government-issued photo ID • Your appointment (registration) number

Our Mission: Students with a wide range of abilities and diverse needs will participate in general education. These environments are interactive and stimulating, structured around principles that acknowledge and celebrate the inherent diversity in a group of similarly aged learners.

<p><u>Acceptable primary IDs include:</u></p> <ul style="list-style-type: none"> • State-Issued Driver’s License • State-Issued Non-Driver’s License ID Card • U.S. Passport / Passport Card • Military Identification Card • DOD Common Access Card • Work Visa with Photo • Global Entry Card • Native American Tribal ID Card • Permanent Resident Card (I-551) • I-766 Employment Authorization Card • Foreign Passport • Foreign Driver’s License <p><u>Acceptable secondary IDs include:</u></p> <ul style="list-style-type: none"> • Social Security Card • Credit Card/Debit Card • Bank Statement/Paycheck Stub • Utility Bill/Insurance Card • Birth Certificate • Marriage Certificate • School ID w/Photograph • Vehicle Registration/Title • Voter Registration Card • US Dept of Veteran Affairs Card • Draft Record • Transportation Worker ID Credential (TWIC Card) • Certificate of Citizenship • Certificate of Naturalization • Native American Tribal ID Card • Permanent Resident Card (I-551) 	<p><u>Identificación Primarios Aceptables incluyen:</u></p> <ul style="list-style-type: none"> • Licencia de conducir emitida por el estado • Identificación de no conductor emitida por el estado • Pasaporte EE.UU / Tarjeta de Pasaporte • Tarjeta de Identificación Militar • Tarjeta de Acceso Común de Departamento de Defensa • Visa de Trabajo con Foto • Tarjeta de Entrada Global • Tarjeta de Identificación Tribal Nativa Americana • Tarjeta de Residencia Permanente (I-551) • I-766 Tarjeta de Autorización de Empleo • Pasaporte Extranjero • Licencia de conducir Extranjero <p><u>Identificación Secundarios Aceptables incluyen:</u></p> <ul style="list-style-type: none"> • Extracto bancario/Talón de Pago • Factura de Servicios Públicos/Tarjeta de Seguro • Tarjeta de crédito/debito • Certificado de Matrimonio • Certificado de Nacimiento • Identificación Escolar con Foto • Tarjeta de Seguro Social • Registro de Vehículo/Título • Tarjeta de Registro de Votantes • Tarjeta del Departamento de Asuntos de Veteranos de los Estados Unidos • Proyecto de Registro • Credencial de Identificación de los Trabajadores del Transporte (tarjeta TWIC) • Certificado de Ciudadanía • Certificado de Naturalización • Tarjeta de Identificación Tribal Nativa Americana • Tarjeta de Residencia Permanente (I-551)
<p>What if I fail to show up for my appointment or cancel in less than 24 hours?</p>	<p>If you do not show up for your appointment or cancel your appointment within less than 24 hours of your scheduled date and time, you will be charged a rescheduling fee of \$13.00.</p> <p>To <u>reschedule</u> your appointment, please go to the Fieldprint website: http://www.fieldprintflorida.com.</p> <p>To <u>cancel</u> your appointment without rescheduling, please contact Customer Service at (877) 614-4364 or CustomerService@fieldprint.com.</p>

<p>Can I set up a corporate account with Fieldprint?</p>	<p>Yes. Fieldprint offers corporate account services for companies that process a high volume of fingerprinting and badging transactions each year. Please email VendorBadging@LeeSchools.net School District of Lee County, Department of Professional Standards, for more information.</p>
<p>Are school districts required to verify that the contractor requesting a uniform badge is a resident of the United States or a permanent resident alien prior to issuing the badge?</p>	<p>Yes. Each employer is responsible for completing and retaining a U.S. Citizenship and Immigration Services (USCIS) Form I-9 on each employee. School districts are to request a copy of the employer’s Form I-9 as verification the contractor is eligible under this criterion of the uniform badge. Employers must provide a copy of the contractor’s Form I-9 or E-Verify to The Lee County School District prior to badge approval one of the following ways: Email: VendorBadging@leeschools.net Fax: (239) 335-1507</p>
<p>How do I obtain my uniform badge once approved?</p>	<p>Fieldprint ships the badges to the school district for distribution on a weekly basis. An email will be sent to you once the badge has been received. You may pick up your badge Monday – Friday from 8:00 a.m. -12:30 p.m. and 1:30 p.m. - 3:30 p.m. at the Human Resources front desk at the address below: Lee County Public Education Center Department of Professional Standards 2855 Colonial Boulevard Fort Myers, FL 33966</p>