

Fingerprinting

Intermediate Unit 1 has agreed to be an Identogo site for fingerprinting applicants.

At this time we are only performing fingerprinting by appointment only
To schedule an appointment please contact Identogo at 1-844-321-2101.

TEMPORARY FINGERPRINT HOURS

We **ARE NOT** currently taking Walk-Ins.

TUESDAY, WEDNESDAY, AND THURSDAY

8:00 am – 2:30 pm

TO REGISTER FOR FINGERPRINTING

Applicants must register prior to going to a fingerprint site. You must obtain a service code from your agency/facility in order to register for fingerprinting.

Register online by visiting <https://www.identogo.com/>. If you have any questions about the enrollment process or making an appointment contact Identogo Customer Service at 1-844-321-2101. Please note that we do not take any groups for fingerprinting. We are by appointment and are not able to accommodate groups with our schedule.

Please call IDEMIA, toll-free at (844) 321-2101 with any questions.

Appointments must be made for our location when you register with Identogo. All appointments are scheduled through Identogo and are subject to change based on availability.

****NOTE:** If you miss your appointment it is your responsibility to reschedule. In the event of an early dismissal, delay, or closing there will be NO fingerprinting.

REQUIRED APPLICANT DOCUMENTS

PRIMARY DOCUMENTS:

- Valid PA Driver's License or PA State ID Card
- US Passport
- Military ID Card

*******Applicants under the age of 18 without a government issued photo ID may enroll using the waiver shown below when presented for enrollment. This waiver is provided to the applicant by their agency.

PAYMENT

Payment will be needed at the time of fingerprinting. The follow payment types are accepted:

- Money Orders
- Business Checks
- Credit Card (American Express, Discover, MasterCard, or VISA)
- Debit Card (with the MasterCard or VISA logo)
- No Cost Authorization Code (from employer)

***Name on Credit or Debit cards must match the name of the person being fingerprinted. If not, the card holder must be present at time of service.

WHEN ARRIVING AT INTERMEDIATE UNIT 1, REMAIN IN YOUR CAR. SOMEONE WILL COME OUT OF THE BUILDING TO GET YOU WHEN IT IS TIME FOR YOUR APPOINTMENT. PLEASE BE PATIENT AS WE ARE TAKING ADDITIONAL TIME BETWEEN APPOINTMENTS TO ENSURE DISINFECTION OF SURFACES AND EQUIPMENT. ONLY THE PERSON BEING FINGERPRINTED MAY ENTER THE BUILDING AT ONE TIME. ACCORDING TO STATE DEPARTMENT OF HEALTH REGULATIONS YOU MUST HAVE A MASK TO ENTER THE CENTER. THANK YOU FOR YOUR COOPERATION WITH THE RESTRICTIONS AND PROCEDURES PUT IN PLACE TO PROTECT THE HEALTH AND SAFETY FOR ALL.

LOCATION

**Intermediate Unit 1
One Intermediate Unit Drive
Coal Center, PA 15423**

INQUIRIES

Applicants and schools with policy questions may contact PDE at (717) 783-3750 or RA-PDE-SchoolService@pa.gov.

Fingerprint Services Customer Service Call Center: 1-844-321-2101.

Frequently Asked Questions: <https://www.identogo.com/locations/pennsylvania>

Check the status of your fingerprints: <https://uenroll.identogo.com/status-check>