

ACT 114 Fingerprinting at IUP for Teacher Education Candidates

IUP offers the Act 114 Fingerprinting service on campus. To register for your fingerprints, please do the following. **Please note, this is a 2-step process.**

1st, register through IDENTOGO to receive the UE ID number.

2nd, make an appointment to have your fingerprinting done on campus in Clark Hall.

STEP 1:

1. Navigate to the [IDENTOGO](#) website. Enter the Service Code, **1KG6RT**, then click the **Go** but on. This is the code for Pennsylvania PDF-Colleges/Universities Teacher Education Program.

IdentoGO English

Enter your Service Code to get started.

Enter Code **GO**

Don't know your Service Code?
Contact your agency or [click here.](#)

IdentoGO® has a growing number of convenient locations across the U.S. to meet your identity-related needs.

Subject is for discerning in a list of subjects [See All Important Notices](#)

Check the Status of your Service
Check your status or reprint your cardscan registration form.
For additional help, call 855.845.7434.

Manage an existing Appointment
Reschedule an existing appointment or schedule a retake.

We provide the following additional services:

STATE
State History Check
Request a copy of your criminal history record from a participating State.

Fingerprint Cards
Collect your fingerprint images for a fingerprint card (FD-258).

Photo Services
Two professional 2x2 photos for passport and visa documents.

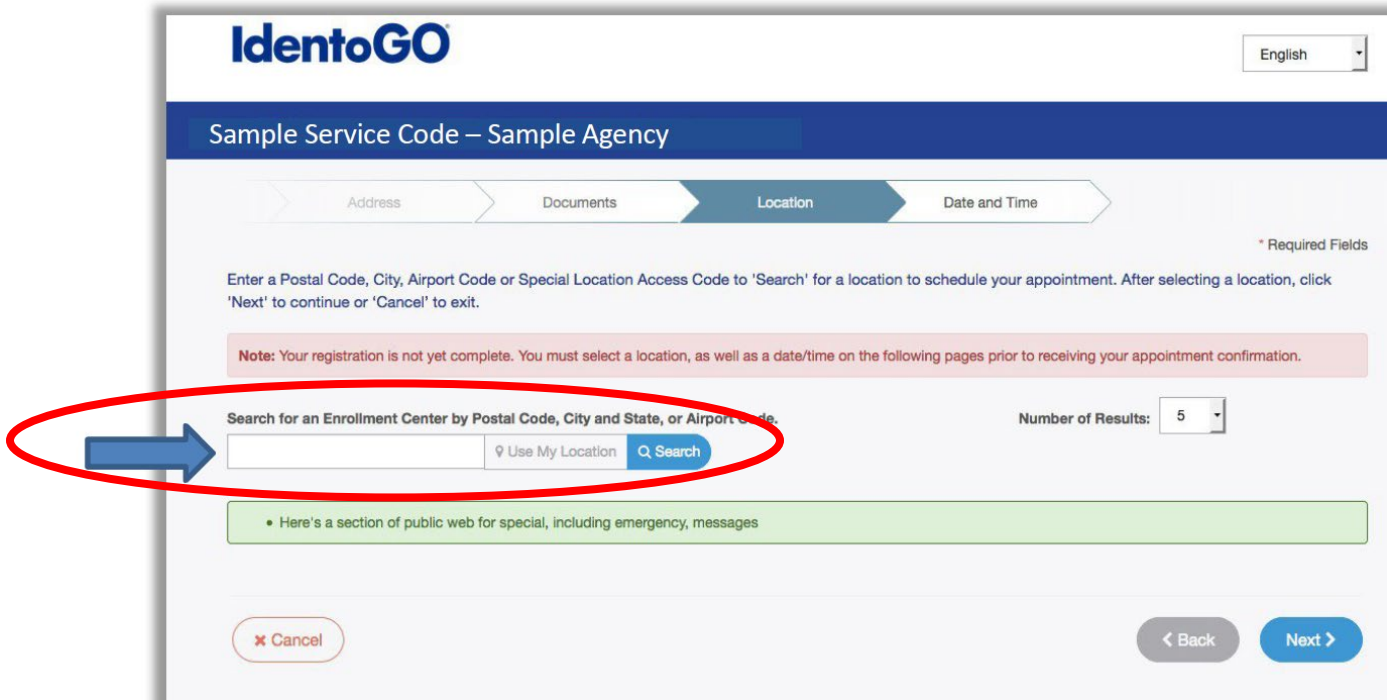
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2. Click the link for "**Schedule or Manage Appointment.**"

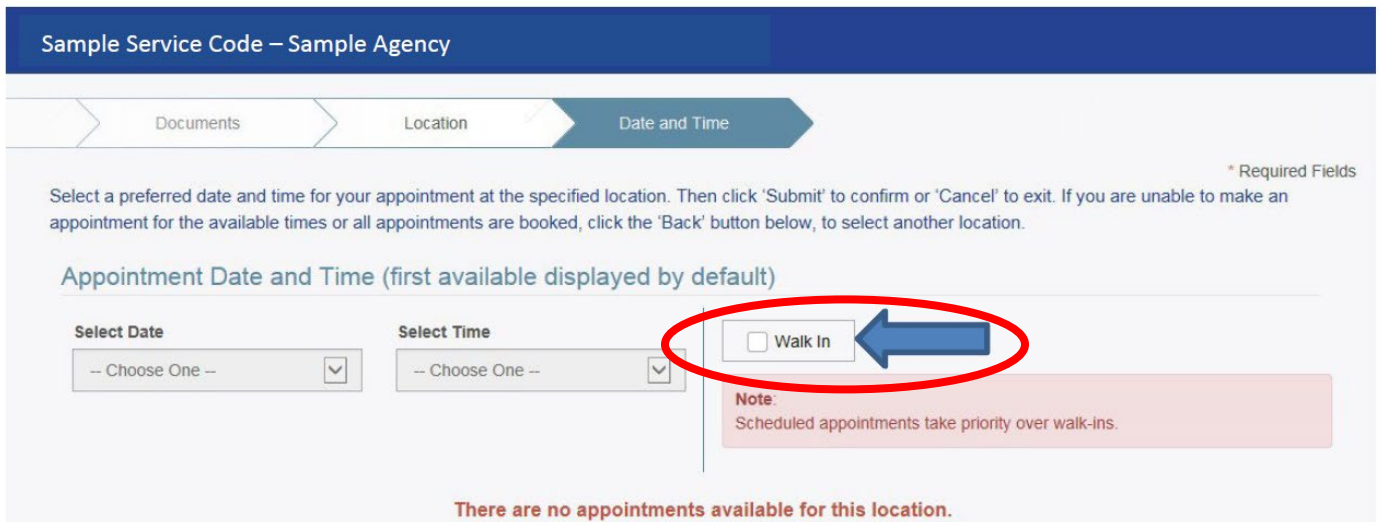
The screenshot shows the IdentoGO website interface. At the top left is the IdentoGO logo, and at the top right is a language dropdown menu set to "English". Below the logo is a blue header bar with the text "Sample Service Code – Sample Agency". Underneath the header is a navigation area with a "Back to Home" link and a blue arrow pointing right. The "Schedule or Manage Appointment" link is circled in red. Below this link are three sections: "What do I need to bring to enrollment?", "Locate an Enrollment Center", and "Submit A Fingerprint Card by Mail". At the bottom of the page are two blue buttons: "Check the Status of your Service" and "Manage an existing Appointment". The footer contains the text "2017 © IdentoGO®. All rights reserved. Privacy Policy".

3. Complete the required fields in all the tabs.
As you complete each tab, click the **Next** button in the bottom right of the screen.
4. In the **Personal Questions** tab, the last question asks about an Authorization Code (Coupon Code), select "**NO**" for this question.
5. In the **Documents** tab, choose a document that you will bring to your fingerprinting appointment to confirm your identity.

6. On the **Location** screen, enter the Special Access Code, **SP-CLARKHALL** in the field asking you to search for an Enrollment Center by Postal Code, City and State, or Airport Code and click the **Search** button.
- When the location appears, click the **Next** button to the right (not at the bottom of the screen)
 - **The actual fingerprinting appointment will be scheduled separately in Step 2 (below) and will be at Clark Hall, 1090 South Dr, Indiana PA 15705**



7. On the **Date and Time** selection screen, please check the box **“Walk In”** on the right side of the screen and click **Submit**.
- **The actual fingerprinting appointment will be scheduled separately in Step 2 and will be at Clark Hall, 1090 South Dr, Indiana PA 15705.**



8. A summary of your registration will appear on the next screen. Please print this screen using the Print icon in the upper right corner and **bring this with you to your appointment.**

Service Summary

Pennsylvania | Texas

1KG6XN - Pennsylvania PDE-School Districts Print Status

Status as of 01/12/2018
Sample Service Code – Sample Agency
Pre-Enrolled
You have successfully pre-enrolled.

Service Details:

Date:
UE ID:
Applicant:
Service:
Estimated Amount Due: -----

We accept the following methods of payment:
Authorization Code, Business Check, Money Order, Credit Card

Important!
YOU WILL BE REQUIRED TO BRING THE FOLLOWING DOCUMENTS TO YOUR ENROLLMENT.
Legal Name must match exactly on all identification documents brought to enrollment.
1. Driver's License issued by a State or outlying possession of the U.S.

Sample Service Code – Sample Agency

FYO Location Selected
IdentoGO

FYO Address
IdentoGO

Note:
Scheduled appointments take priority over walk-ins.

[Schedule Appointment](#)

[Done](#)

STEP 2: Schedule your fingerprinting appointment on campus at **Clark Hall (1st Floor):**

1. Click here to [schedule your fingerprint appointment.](#)
2. Choose Service > **PDE Fingerprinting** (for education)

IUPUI

Public Safety/Univ Police

- Book Appointment
- Book Class
- Services
- Classes
- About Us
- Reviews

IUP-HR

Your service

- Fingerprinting/ID verification [More](#)
- FBI Clearance Recertification [More](#)
- PDE Fingerprinting** [More](#)
- Nursing Fingerprinting [More](#)
- Volunteer Fingerprinting

Contact info

Clark Hall - 1090 South Dr, Indiana, PA, 15705

[Website](#)

[Email](#)

3. Choose a **Date/Time** > Appointments can be scheduled at least one day in the future (cannot be scheduled for the same day)
4. Enter your **Information** > Name, Email, Cell#, Comments (optional).
Click the **Continue** button.
5. Your appointment is confirmed on the last screen.