

Early Childhood & Childhood Education B-6

FINGERPRINTING PROCESS

Students must provide documentation of fingerprints on a New York State TEACH account before they begin Fieldwork I.

1. Go to the NYS Office of Teaching Initiatives site: www.highered.nysed.gov/tcert, and click on TEACH Online Services. Click on “Create a NY.gov TEACH account” and follow the instructions to set up an account.
2. You can read about fingerprinting at nysed.gov/educator-integrity/fingerprinting

You are an applicant for CERTIFICATION

Service Code: 14ZGQT

Total Fee: \$101.75

3. On www.identogo.com, select a location and make an appointment for fingerprinting. Note: The closest sites to campus are in Kingston, Poughkeepsie, and Middletown. The Kingston location is across the street from the Trailways station. www.trailways.com
4. Get fingerprinted.
5. Your fingerprints will be sent to your TEACH account. To verify they have arrived, log onto TEACH and click on “Account Information.” Select “Fingerprinting” and GO. Look for this sentence (in small print):

“Your DCJS and FBI results have been received.”

6. *Important last step!* Copy or screenshot the page that includes your name and the DCJS/FBI sentence, and submit it to:

Early Childhood & Childhood Education Office

Old Main 115, SUNY New Paltz

800 Hawk Dr., New Paltz NY 12561

ecce@newpaltz.edu