FINGERPRINTING PROCESS FROM START TO FINISH

All fingerprinting required by the NY State Education Department for certification or employment in a school must be scheduled with Morpho Trust at https://uenroll.identogo.com/

1. Log onto https://uenroll.identogo.com

2. Enter "**14ZGR7**" in the box where it says to enter Service Code to get started

3. Click on "**Schedule or Manage Appointment**"

4. Fill in personal information and click "**Next**" through the next couple screens

5. Select the Document that you are going to bring with you to the fingerprint location; click "**Next**"

6. Search for location near you by entering zip code, click "**search**"

7. Click on the location you want to go to and click "**next**"

8. Select the date and time you prefer and click "**submit**"

9. You may also call Morph Trust at 877-472-6915 to schedule an appointment

The total fingerprint fee is $100.25:

***Please be advised that effective June 23, 2017, we will no longer be accepting credit card payments online when scheduling appointments. All credit card payments must be made onsite at the time of the fingerprinting session. ***

The following are some locations and times. There are more locations on-line.

West Seneca – 1500 Union Rd, West Seneca
                M & W- Fri.: 9am -1pm and 1:30pm – 5pm
                Tues.: 11am-3pm and 3:30pm-7pm

Cheektowaga – 1660 Kensington Ave; Suite 4, Cheektowaga
                Mon. & Thur.: 9am – 3pm
                Tues & Wed.: 9am - 5pm
                Friday: 10am – 6pm
                Saturday: 10am – 4pm

The Enrollment Center is located in Executive Investigation & Security and is located on the corner of Kensington Ave and Centry. 7-11 is next door to the building. Parking is located in front of the building as well as on the side toward the back of the building.