

# Fingerprinting Process

On **July 14, 2017**, the ORI TEACH will no longer be in use. You must use the URL or phone number below to schedule your fingerprinting appointment.

1. All fingerprinting required by the Education Department for employment in schools must be scheduled with MorphoTrust/IDEMIA. There are two ways to schedule an appointment:

a. Click on the appropriate URL from this table below:

APPLICANT FOR	URL
Employee	<a href="https://uenroll.identogo.com/workflows/14ZGR7">https://uenroll.identogo.com/workflows/14ZGR7</a> (link is external)

Enter the appropriate service code from this table:

APPLICANT FOR	SERVICE CODE
Employee	14ZGR7

b. Call MorphoTrust/IDEMIA at: 877-472-6915 to schedule an appointment.

2. Follow all instructions to schedule an appointment. The total fingerprint fee as of January 1, 2022 is **\$101.75**, payment is due at the time of appointment.
3. If you have any questions, please contact the NYSED Fingerprint Helpdesk at: [ospra@nysed.gov](mailto:ospra@nysed.gov) or call (518) 473-2998.