



**GILMAN**

GILMAN SCHOOL  
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## FINGERPRINTING AND BACKGROUND CHECK 2024-2025 SCHOOL YEAR

In accordance with Gilman's Child and Youth Protection Policies, all employees, 3rd party vendors who interact directly with Gilman students and volunteers must be fingerprinted and have a background check. All interested parties should print and complete the Livescan Pre-Registration Application Form on page 2 of this document and bring the completed form and a valid photo ID with them when they go to be fingerprinted. Fingerprint results must be received by Gilman before working with students is approved. Gilman will cover the cost of the background check for prospective employees and volunteers. Gilman does not cover the cost of the background check for 3rd party tutors and related service providers.

**Please print and fill out the Livescan Form before your appointment:** [Gilman Fingerprinting Form](#). This form must be used so that Gilman can receive the results of the background check. Listed below are our partner locations for electronic fingerprinting. *For billing purposes, please identify yourself as a Gilman employee or volunteer, if applicable.*

### **Absolute Investigative Services, Inc.**

[www.absoluteisi.com](http://www.absoluteisi.com)

Hours of Service: 9 a.m. – 5 p.m.

*Please call to confirm availability and hours*

604 East Joppa Road, Unit D  
Towson, MD 21286  
410-828-6460

10514 Racetrack Road  
Berlin, MD 21811  
410-973-2482

139 North Main Street, Suite 103  
I Bel Air, MD 21014  
410-420-6923

601 C Jermor Lane  
Westminster, MD 21157  
410-857-6460

Please contact the Gilman School Human Resources Department with any questions at 410-332-3800 or [hr@gilman.ed](mailto:hr@gilman.ed)