

REGISTRATION INSTRUCTIONS

1. Applicants will visit <http://www.fieldprintflorida.com/>

fieldprint

Already have an appointment?
[Login](#)

Fieldprint® Fingerprinting
Serving Florida

Simple. Safe. Secure.

- ✓ Quick, easy scheduling
- ✓ Convenient locations
- ✓ Fast, professional fingerprint collections

[Schedule an Appointment](#)

» [How It Works](#)

» [Our Locations](#)

» [Set Up An Account](#)

» [FAQs](#)

» [About Fieldprint](#)

Fieldprint's fingerprinting process is quick, easy and convenient!

- 1 Schedule Your Visit**
Sign in to our secure system to schedule your fingerprinting appointment at a convenient site near you.
- 2 Attend Appointment**
Visit our professional collection location and have your fingerprints scanned electronically.
- 3 Get Results Fast!**
We submit your fingerprints to the state electronically, so your results are returned quickly.

Applicants - Get started today! It's easy to [schedule an appointment](#)

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2. Applicants will click on

to the next page...

[Schedule an Appointment](#)

to continue on

3. Applicants will then sign up as a new user or sign in as an existing user.

fieldprint English Español

Need More Help?
[Frequently Asked Questions](#)

New Users | Sign Up

If you are a new user, please register with Fieldprint® in order to schedule your fingerprinting appointment. Begin the registration process by entering your e-mail address below.

Email address:
lpublic@domain.com

Sign Up

Existing Users | Sign In

If you already have an account, please log in below to :

- Check your appointment status
- Re-schedule your appointment
- View and print your receipt

Email address:
[input field]

Password:
[input field]

Sign In [Forgot Password?](#)

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fieldprint English Español

Need More Help?
[Frequently Asked Questions](#)

Sign Up

We value your personal information and keeping it secure at ALL times. [Privacy Statement](#)

Your information is saved as you complete each step. You can log in and continue at any time.

To register with Fieldprint®, please enter the password you would like to use below, along with a security question and answer. All of the following fields are required.

Password Rules

- Must be 8 to 16 characters long
- Must contain at least one capital letter, one lowercase letter, one number and one special character (!@#\$%^)
- May not contain the phrase 'password'
- May not be the same as your username
- Is case sensitive

Password you would like to use
[masked input field]

Re-type Password [input field] ?

Security Question
Who invented fingerprinting? [input field] ?

Answer to your Security Question
Hank [input field] ?

Sign Up and Continue

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- Applicants will be led to the next page and select **“I know my Fieldprint Code”** which was provided to you.



Welcome, gtmfl@fp! [Logout](#)

[English](#) [Español](#)

Need More Help?

[Frequently Asked Questions](#)

Reason

Reason why you need to be fingerprinted

[I know my Fieldprint Code](#)

[See More Detailed Descriptions of Reasons](#)

Select...

[Continue](#)

If the reason you must be fingerprinted is not listed here or if you do not know the reason, please contact your employer.

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- Applicant will enter the **“Fieldprint code”** that was provided to you.



Welcome, gtmfl@fp! [Logout](#)

[English](#) [Español](#)

Need More Help?

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Reason

Fieldprint Code

Fingerprints will be submitted to the Florida Department of Law Enforcement for the purposes assigned to the provided Fieldprint code.

[Continue](#)

[Back](#)

Please note: Your organization must set-up an account before you can be fingerprinted through this system. If they have not done so, and given you their Fieldprint code, please contact your organization. Thank you.

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6. Once this is completed, you will be led to the personal information, demographics, some additional information specific to the purpose you are being fingerprinted and release portion.

fieldprint Welcome, johnqpublic@domain.com! [Logout](#) [English](#) [Español](#)

1 Data Collection 2 Authorization 3 Time and Location 4 Payment 5 Confirmation

Personal Information

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Your information is saved as you complete each step. You can log in and continue at any time.

Please enter your personal information below. [?](#)

NOTE: The information entered on this screen must belong to the person being fingerprinted.

First Name: Middle Name: Last Name: Suffix:

Please enter any other names or aliases you have used. If you have used more than one alias, please click the "Add another name" button below to enter other aliases. [?](#)

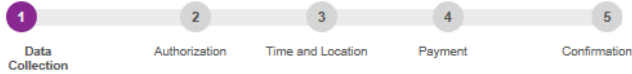
First Name: Middle Name: Last Name: Suffix:

[+ Add another name](#) [?](#)

Social Security Number: [?](#)

Address 1: [?](#)

[Need More Help?](#)
[Frequently Asked Questions](#)



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[Frequently Asked Questions](#)

Demographics



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Your information is saved as you complete each step. You can log in and continue at any time.

Please complete the following questions. This information is used to positively identify you when performing a fingerprint-based background check.

Citizenship:
 ?

Place of Birth:
 ?

City of Birth:
 ?

Gender:
 ?

Your Height:
 ft. in. ?

Your Weight:
 ?

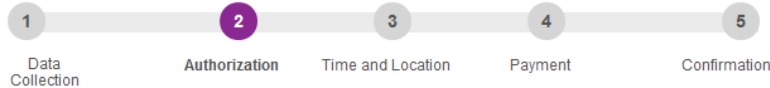
Eye Color:
 ?

Hair Color:
 ?

Race:
 ?

[Save and Continue](#) [Back](#)

7. The Applicant will be led to the security background check questionnaire and release.



Need More Help?
[Frequently Asked Questions](#)

Release



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Your information is saved as you complete each step. You can log in and continue at any time.

The School Board of Broward County, FL - Background Screening:

IMPORTANT - READ BEFORE COMPLETING THIS FORM

The School Board of Broward County will receive information on all records, including juvenile, that have been sealed, expunged, or where adjudication was withheld. To omit a response or to be untruthful in your response, regardless of any previous information received from an attorney, a judge, or any third party will be considered falsification and is a cause for dismissal from employment, consideration for employment, denial of clearance to enter onto school grounds and/or participate in the activity for which this background screening is being conducted.

At the time of your background screening, fingerprints will be researched by local, state and federal law enforcement agencies. Sealed or expunged records must be revealed to the School Board of Broward County pursuant to F.S. 943.0585. Your employment with the Broward County School District is temporary and probationary pending successful processing of your background. The following questions must be answered truthfully. A "Yes" answer to any of the following questions does not automatically deem you ineligible. However, to omit a response or to be untruthful in your response, regardless of any previous information received from an attorney, a judge, or any third party will be considered falsification and is a cause for dismissal from employment, consideration for employment, denial of clearance to enter onto school grounds and/or participate in the activity for which this background screening is being conducted.

- Yes No 1. Have you ever been convicted of an offense (misdemeanor or felony) other than a minor traffic violation? (Driving under the influence (DUI) and Driving under intoxicated [DUI] convictions are not minor and must be reported.)

"Convicted" has the same meaning as in Florida Statute 943.0435. Specifically, "convicted" means there has been a determination of guilt as a result of a trial or the entry of a plea of guilty or nolo contendere, regardless of whether adjudication is withheld, and includes an adjudication of delinquency of a juvenile as specified in this section. Conviction of a similar offense includes, but is not limited to, a conviction by a federal or military tribunal, including courts-martial conducted by the Armed Forces of the United States, and includes a conviction or entry of a plea of guilty or nolo contendere resulting in a sanction in any state of the United States or other jurisdiction. A sanction includes, but is not limited to, a fine, probation, community control, parole, conditional release, control release, or incarceration in a state prison, federal prison, private correctional facility, or local detention facility.

8. Next, the applicant will be able to schedule their visit.

fieldprint® Welcome, johnqpublic@domain.com! [Logout](#) [English](#) [Español](#)

1 Authorization 2 Data Collection 3 Time and Location 4 Payment 5 Confirmation

Need More Help? [Frequently Asked Questions](#)

Schedule Your Visit

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Your information is saved as you complete each step. You can log in and continue at any time.

Find a Fieldprint Location [Use your home address](#)

Please enter your home, work or other address below and click the Find button. ?

1150 Main Street, Fort Lauderdale, FL 33308

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9. Then make payment

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1 Data Collection 2 Time and Location 3 Payment 4 Confirmation

Need More Help? [Call 877-614-4632](#) or [Email Us](#)

Payment

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Your information is saved as you complete each step. You can log in and continue at any time.

Appointment Location
Fieldprint Site - Mail Time
15970 West State Road 84
Westgate Swuare Shopping Center
Sunrise, FL 33326

Appointment date and time:
05/22/19/2015 at 11:00 AM

Your total is: \$##.##

Appointments may be canceled or rescheduled more than 24 hours prior to the appointment without charge. After this period, charges will not be funded, and there is a fee to reschedule the appointment.

Please use one of these payment options:

Credit Card

Note: This payment will appear on your credit card statement as a charge from Fieldprint.

Credit Card Information **Billing Address**

Cardholder's First Name: ?

Address Line 1: ?

10. After payment, a confirmation page is displayed.

The screenshot shows the Fieldprint website's confirmation page. At the top, the Fieldprint logo is on the left, and a navigation bar contains the text "Welcome, JPublic@gmail.com" and a "Logout" link. On the right of the navigation bar are language options for "English" and "Español". Below the logo is a progress indicator with four steps: 1. Data Collection, 2. Time and Location, 3. Payment, and 4. Confirmation (which is highlighted). To the right of the progress indicator is a "Need More Help?" section with a phone icon and the text "Call 877-614-4364 or" followed by an "Email Us" link with a speech bubble icon.

The main content area is titled "Confirmation" and features a security icon and text: "We value your personal information and keeping it secure at ALL times [Privacy Statement](#)". To the right is a save icon and text: "Your information is saved as you complete each step. You can log in and continue at anytime." The appointment details are: "Appointment # 124483 for John Public is scheduled for: **May 22, 2015 at 11:00AM**". Below this, it says "You must print this appointment confirmation and bring it with you to your appointment." and "Your appointment information will also be emailed to you for additional reference. If an email is not received within one hour, please contact Fieldprint® at 877-614-4364." There are three links: "Print Your Receipt", "Get Printable Directions", and "Email Us".

The "Your Appointment Location:" section lists: "Fieldprint Site - Mail Time", "15970 West State Road 84", "Westgate Square Shopping Center", "Sunrise, FL 3332". Below this is a note: "Please note: Once an appointment is made, you may not make a change or cancel less than 24 hours before the appointment time without incurring a charge." and another note: "Please call us at 800-799-1067 to rate your fingerprint collection experience. We would appreciate feedback on your appointment and our site." At the bottom, it says: "If you decide to reschedule your fingerprinting appointment in the future, please return to". To the right of the text is a photograph of the "MAILTIME" storefront.