

Fingerprint Service Code Form

Service Name: Employee >=14 Years Contact w/ Children

To Schedule your ten-minute fingerprint appointment, simply visit <https://uenroll.identogo.com> and enter the following Service Code

1KG756

Service Code is unique to your hiring/licensing agency. Do not use this code for another purpose.

Please bring one of the identification documents from the list below to your enrollment appointment.

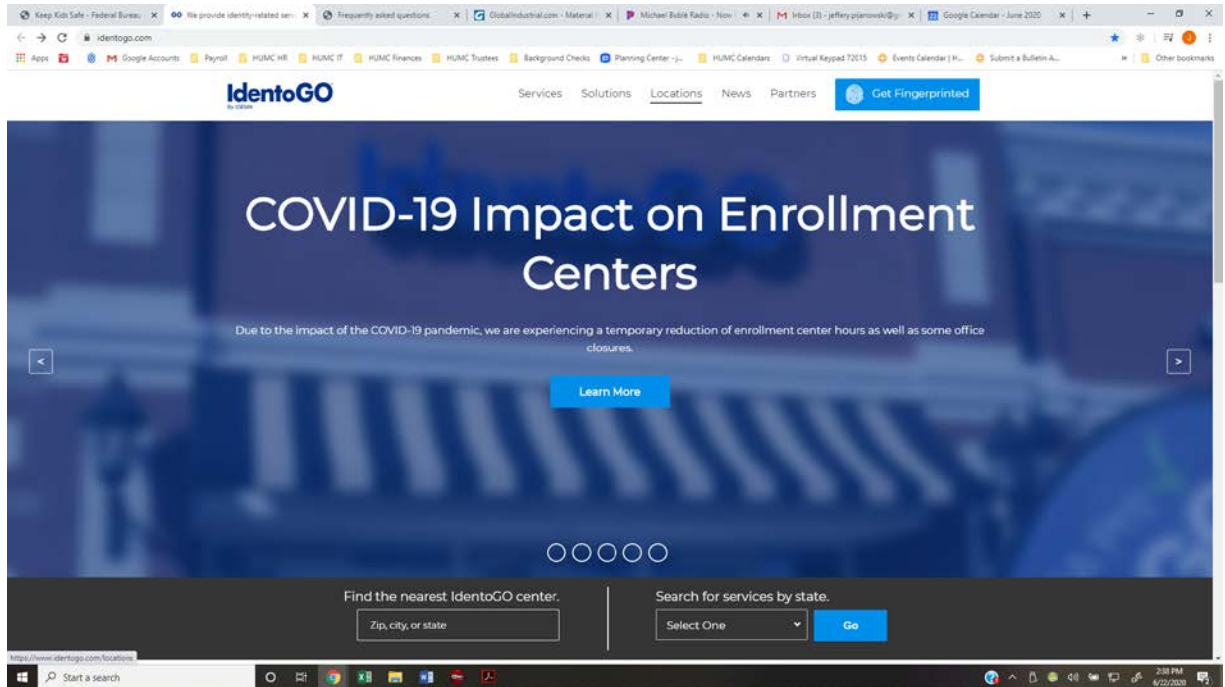
- Driver's License issued by a State or outlying possession of the U.S.
- Driver's License PERMIT issued by a State or outlying possession of the U.S.
- ID card issued by a federal, state, or local government agency or by a Territory of the United States
- State ID Card (or outlying possession of the U.S.) with a seal or logo from State or State Agency
- Commercial Driver's License issued by a State or outlying possession of the U.S.
- Canadian Driver's License
- Department of Defense Common Access Card
- Employment Authorization Card/ Document (I-766) with Photo
- Foreign Driver's License (Mexico and Canada only)
- Foreign passport
- Military Dependent's Identification Card
- Permanent Resident Card or Alien Registration Receipt Card (Form I-551)
- U.S. Coastguard Merchant Mariner Card
- U.S. Military Identification Card
- U.S. Passport
- Enhanced Tribal Identification Card (for federally recognized U.S. tribes)
- U.S. Visa issued by the U.S. Department of Consular Affairs for travel to or within, or residence within, the United States
- Uniformed Services Identification Card (Form DD-1172-2)
- Photo ID Waiver for Minors and U.S. Social Security Card or Birth Certificate



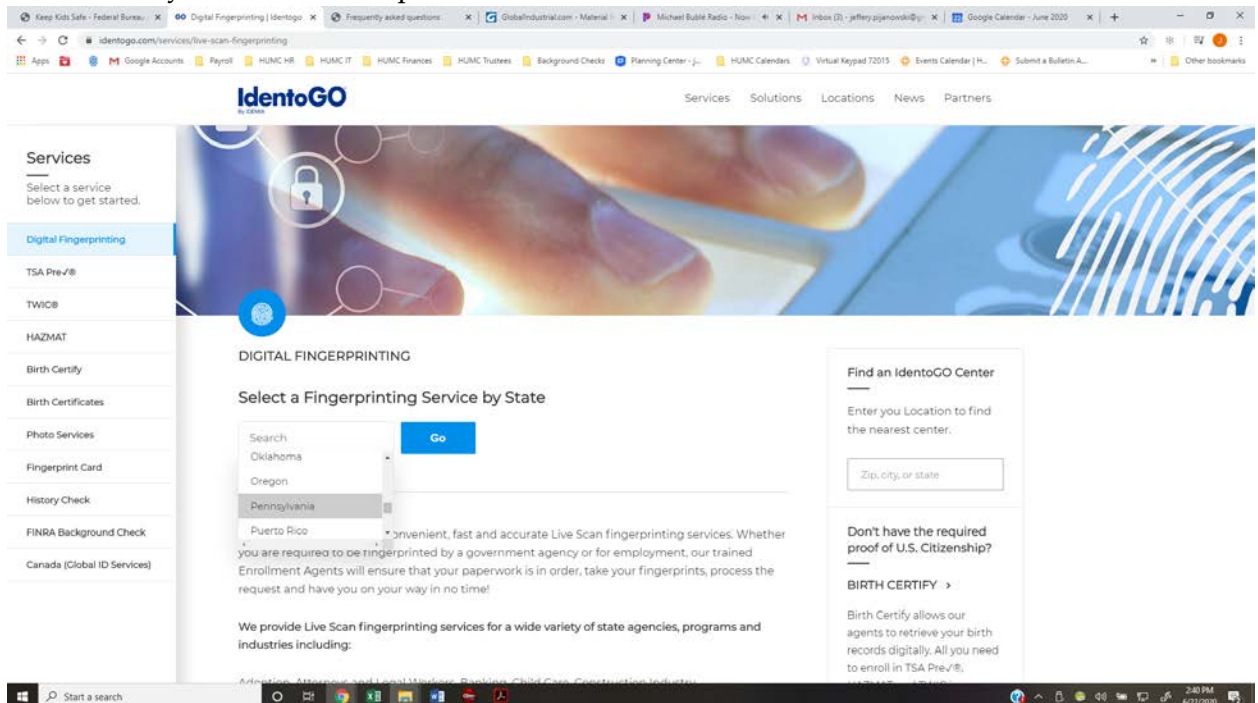
Don't have access to the Internet? You can still schedule an appointment by calling **844-321-2101**

Fingerprinting Process

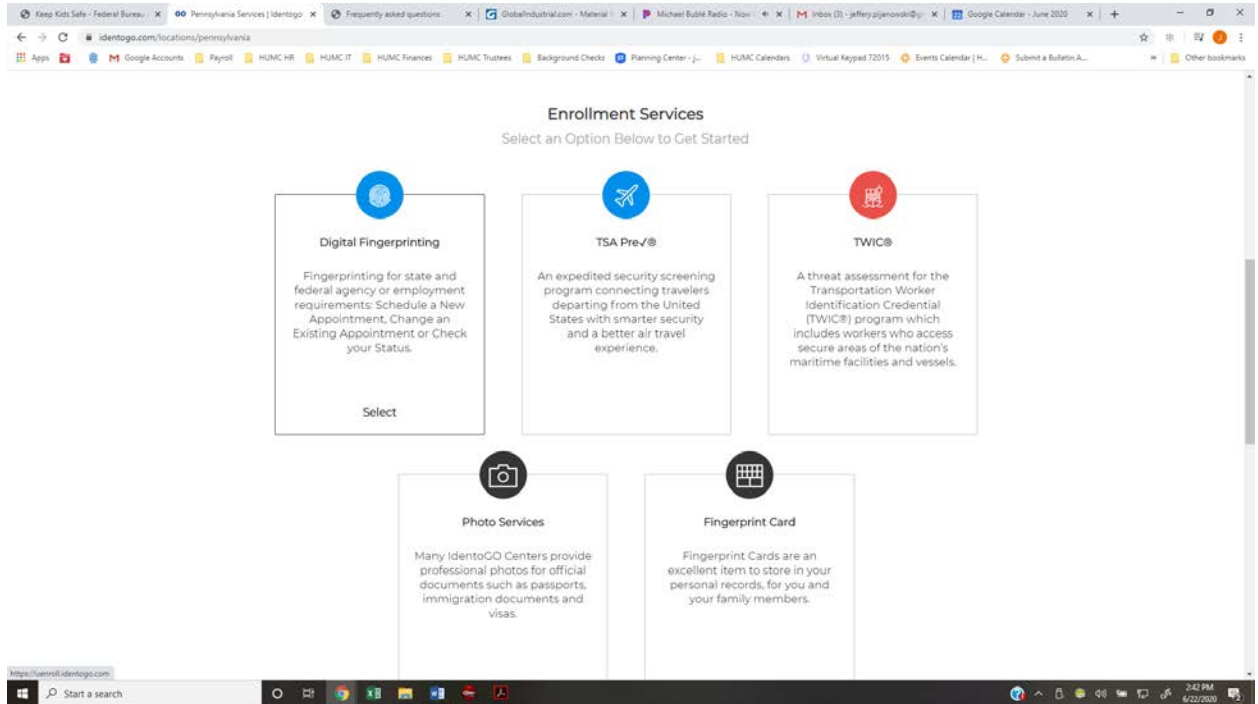
1. Go to [identogo.com](https://www.identogo.com). Click on Get Fingerprinted button on the top right.



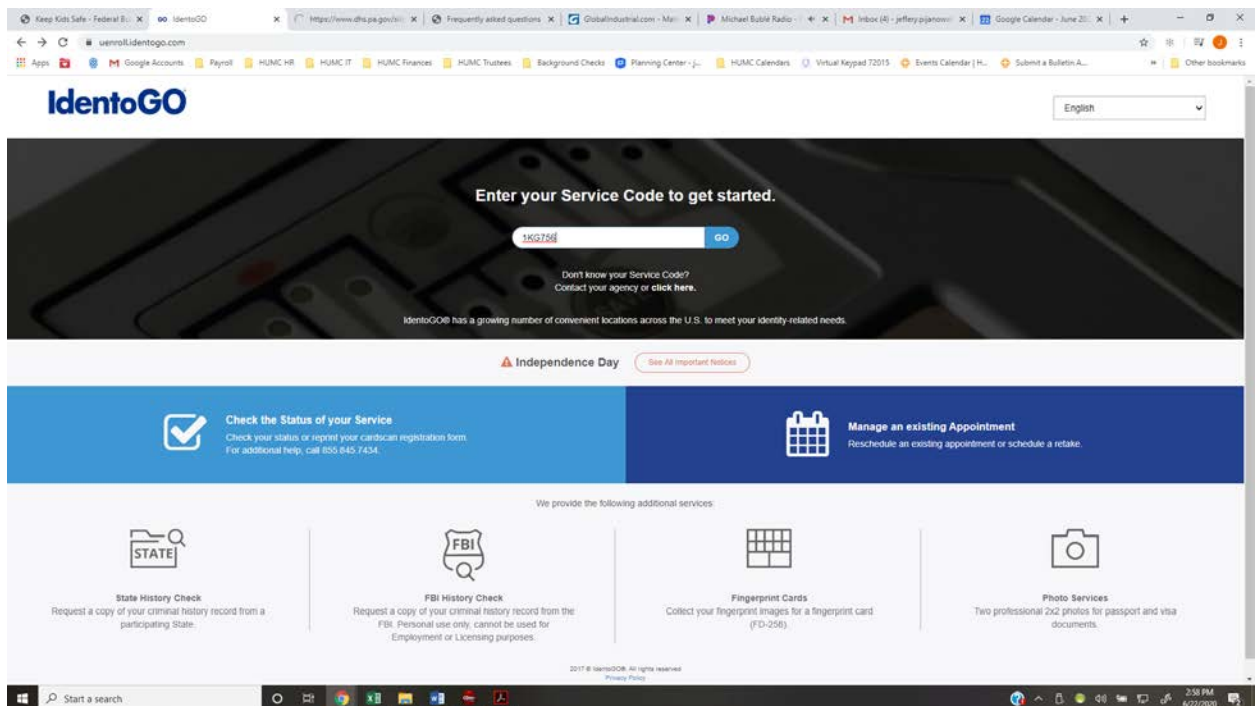
2. Select Pennsylvania in the drop down menu and click on Go



3. Select and click digital Fingerprinting



4. Enter the Service Code 1KG756 and click GO



5. Select Schedule or Manage Appointment

IdentoGO

English

1KG756 - Pennsylvania DHS-Employee >=14 Years Contact w/ Children

Back to Home

Schedule or Manage Appointment
Schedule an in-person appointment or change an existing appointment.

What do I need to bring to enrollment?
Find out which documents you need to bring to the enrollment center to facilitate processing.

Locate an Enrollment Center
Locate and get directions to an enrollment center near you.

Submit A Fingerprint Card by Mail
Complete the pre-enrollment information necessary to submit a fingerprint card enrollment by mail.

Check the Status of your Service
Check your status or reprint your cardscan registration form.
For additional help, call 855 845 7434.

Manage an existing Appointment
Reschedule an existing appointment or schedule a retake.

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6. Fill in the essential information as necessary and click next.

IdentoGO

English

1KG756 - Pennsylvania DHS-Employee >=14 Years Contact w/ Children

Essential Info > Employer > Citizenship > Personal Questions > Personal Info

* Required Fields

Please enter your information below (letters, spaces, hyphens (-), and apostrophes (') are allowed in name fields). Then click 'Next' to check the status of your service or 'Cancel' to exit.

Name / Method of Contact UE ID / Date of Birth

Notes:

- Important! You must finish the registration process to be fingerprinted. You will receive an email or confirmation number when registration is complete.
- Legal Name must match exactly on all identification documents brought to enrollment.
- Remember the phone numbers and/or email address provided below, as they will be used to retrieve your information during your in-person enrollment.

Legal Name

* First Name

* Middle Name (or NMN if no middle name)

* Last Name

Suffix

--- Choose One ---

Date of Birth

* Date of Birth

* Confirm Date of Birth

* Method of Contact (at least one method is required)

Email

Confirm Email

7. Fill in the employer information as necessary and click next.

The screenshot shows the 'Employer' step of a registration process on the IdentoGO website. The page title is '1KG756 - Pennsylvania DHS-Employee >=14 Years Contact w/ Children'. The navigation bar includes 'Essential info', 'Employer', 'Citizenship', 'Personal Questions', 'Personal Info', and 'Address'. The 'Employer' step is currently active. Below the navigation bar, there is a prompt: 'Please enter your employer information below. Then click Next to continue or Cancel to exit.' The form is titled 'Employer Information' and contains the following fields: 'Employer Name' (text input with 'Herrgheild UMC'), 'Country' (dropdown menu with 'United States'), 'Address Line 1' (text input with '3050 Manetta Avenue'), 'Address Line 2' (text input), 'City' (text input with 'Lancaster'), 'State/Province' (dropdown menu with 'Pennsylvania'), and 'Postal Code' (text input with '17601'). At the bottom of the form, there are 'Cancel', 'Back', and 'Next' buttons. The footer of the page reads '2017 © IdentoGO. All rights reserved. Privacy Policy'.

8. Fill in the citizenship information as necessary and click next.

The screenshot shows the 'Citizenship' step of a registration process on the IdentoGO website. The page title is '1KG756 - Pennsylvania DHS-Employee >=14 Years Contact w/ Children'. The navigation bar includes 'Essential info', 'Employer', 'Citizenship', 'Personal Questions', 'Personal Info', 'Address', and 'Documents'. The 'Citizenship' step is currently active. Below the navigation bar, there is a prompt: 'Please enter your information below. Then click Next to continue or Cancel to exit.' The form is titled 'Citizenship' and contains the following fields: 'Country of Birth' (dropdown menu with 'United States'), 'City of Birth' (text input with 'Buffalo'), 'State/Province of Birth' (dropdown menu with 'New York'), and 'Country of Citizenship' (dropdown menu with 'United States'). At the bottom of the form, there are 'Cancel', 'Back', and 'Next' buttons. The footer of the page reads '2017 © IdentoGO. All rights reserved. Privacy Policy'.

9. Answer the personal questions as necessary and click next.

Keep Kids Safe - Federal B... x IdentoGO x https://www.dhs.pa.gov/... x Frequently asked questions x GlobalIndustrial.com - Mar... x Michael Bublé Radio... x Inbox (4) - jeffery.pjanow... x Google Calendar - June 20... x

uennrollidentogo.com/workflows/1KG756/appointment/personal-questions

Apps Google Accounts Payroll HUMC HR HUMC IT HUMC Finances HUMC Trustees Background Checks Planning Center... HUMC Calendars Virtual Keypad T2015 Events Calendar | H... Submit a Bulletin A... Other bookmarks

IdentoGO English

1KG756 - Pennsylvania DHS-Employee >=14 Years Contact w/ Children

Essential Info > Employer > Citizenship > **Personal Questions** > Personal Info > Address > Documents > Location

* Required Fields

Please answer the questions below. Then click 'Next' to continue or 'Cancel' to exit.

* Have you ever used an alias? Yes No

* Is your mailing address the same as your residential address? Yes No

* Do you have an Authorization Code (Coupon Code) that you will be using as a method of payment?
NOTE: Please have Authorization Code available to enter on the website later in the scheduling process. Yes No

Cancel Back Next

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Start a search 3:07 PM 6/22/2020

10. Answer the additional personal questions as necessary and click next.

Keep Kids Safe - Federal B... x IdentoGO x https://www.dhs.pa.gov/... x Frequently asked questions x GlobalIndustrial.com - Mar... x Michael Bublé Radio... x Inbox (4) - jeffery.pjanow... x Google Calendar - June 20... x

uennrollidentogo.com/workflows/1KG756/appointment/personal-questions

Apps Google Accounts Payroll HUMC HR HUMC IT HUMC Finances HUMC Trustees Background Checks Planning Center... HUMC Calendars Virtual Keypad T2015 Events Calendar | H... Submit a Bulletin A... Other bookmarks

IdentoGO English

1KG756 - Pennsylvania DHS-Employee >=14 Years Contact w/ Children

Essential Info > Employer > Citizenship > **Personal Questions** > Personal Info > Address > Documents > Location

* Required Fields

Please answer the questions below. Then click 'Next' to continue or 'Cancel' to exit.

* Have you ever used an alias? Yes No

* Is your mailing address the same as your residential address? Yes No

* Do you have an Authorization Code (Coupon Code) that you will be using as a method of payment?
NOTE: Please have Authorization Code available to enter on the website later in the scheduling process. Yes No

Cancel Back Next

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Start a search 3:07 PM 6/22/2020

11. Fill in the personal information as necessary and click next.

The screenshot shows the 'Personal Information' step of a registration process on the IdentoGO website. The page title is '1KG756 - Pennsylvania DHS-Employee >=14 Years Contact w/ Children'. The navigation bar includes steps: Personal Questions, Personal Info (current), Address, Documents, Location, and Date and Time. The form contains the following fields:

- Units: US, Metric
- Height: ft in
- Weight: lbs
- Hair Color: -- Choose One --
- Eye Color: -- Choose One --
- Preferred Language (Receipts & other communication): English
- Gender: -- Choose One --
- Race: -- Choose One --
- Ethnicity: -- Choose One --

Buttons: , ,

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12. Fill in the mailing address as necessary and click next.

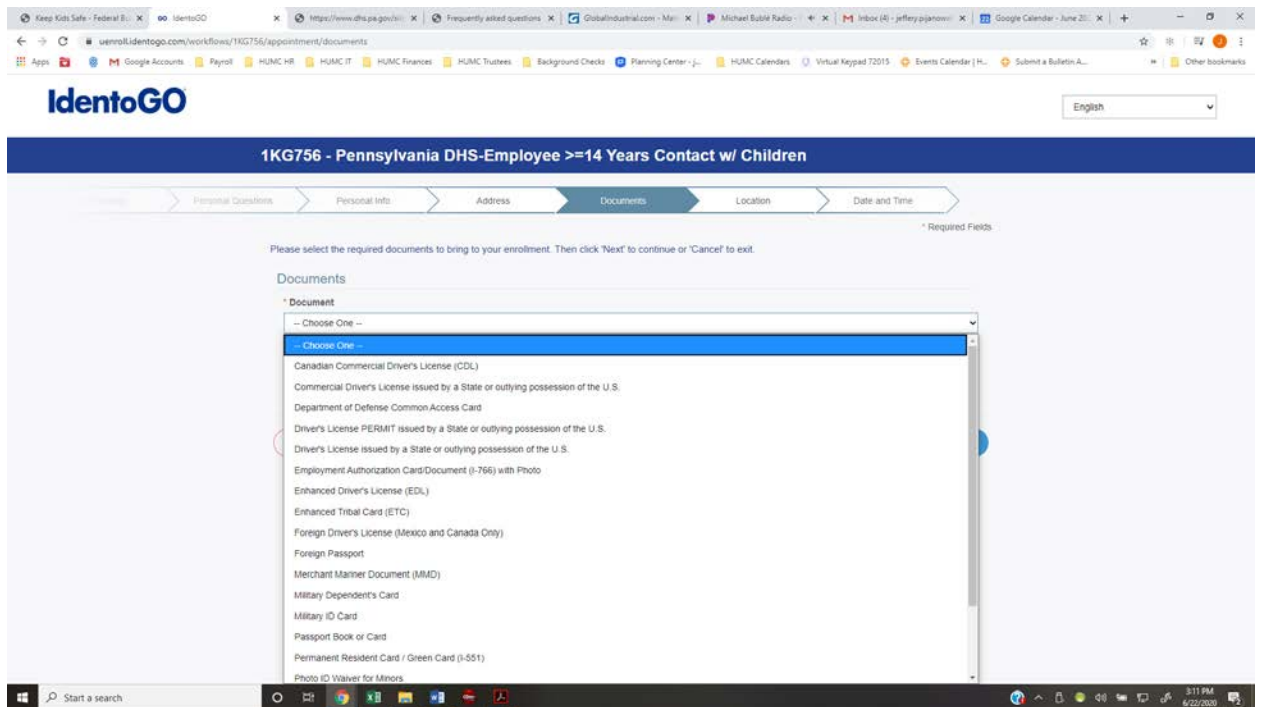
The screenshot shows the 'Mailing Address' step of the registration process on the IdentoGO website. The page title is '1KG756 - Pennsylvania DHS-Employee >=14 Years Contact w/ Children'. The navigation bar includes steps: Personal Questions, Personal Info, Address (current), Documents, Location, and Date and Time. The form contains the following fields:

- Country: -- Choose One --
- Address Line 1:
- Address Line 2:
- City:
- Postal Code:

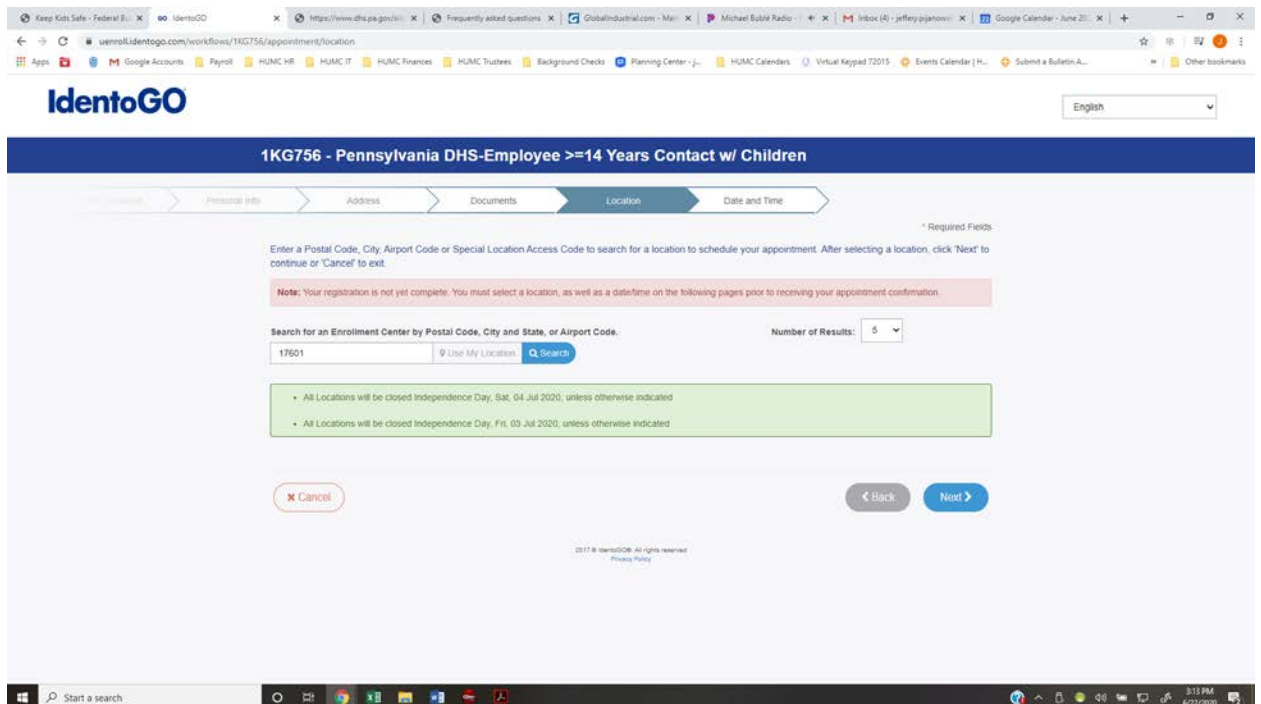
Buttons: , ,

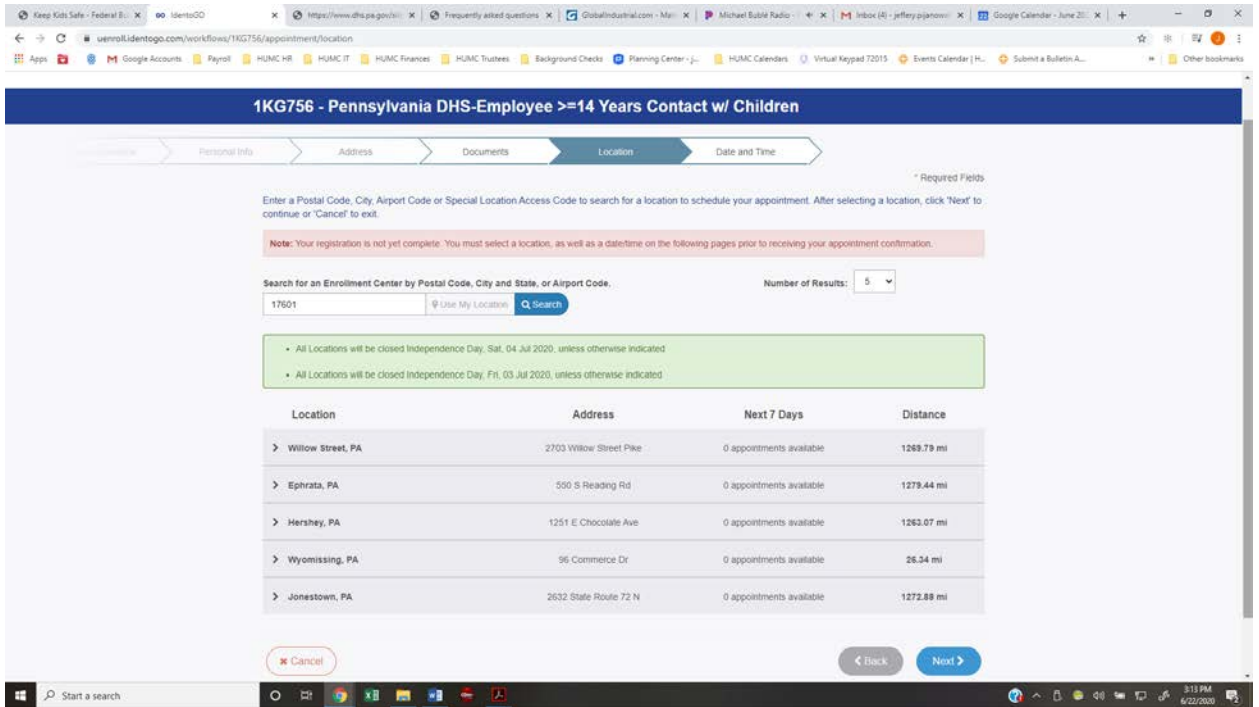
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13. Choose the document you will bring to the fingerprinting, verify the name on the document is correct, and click next.

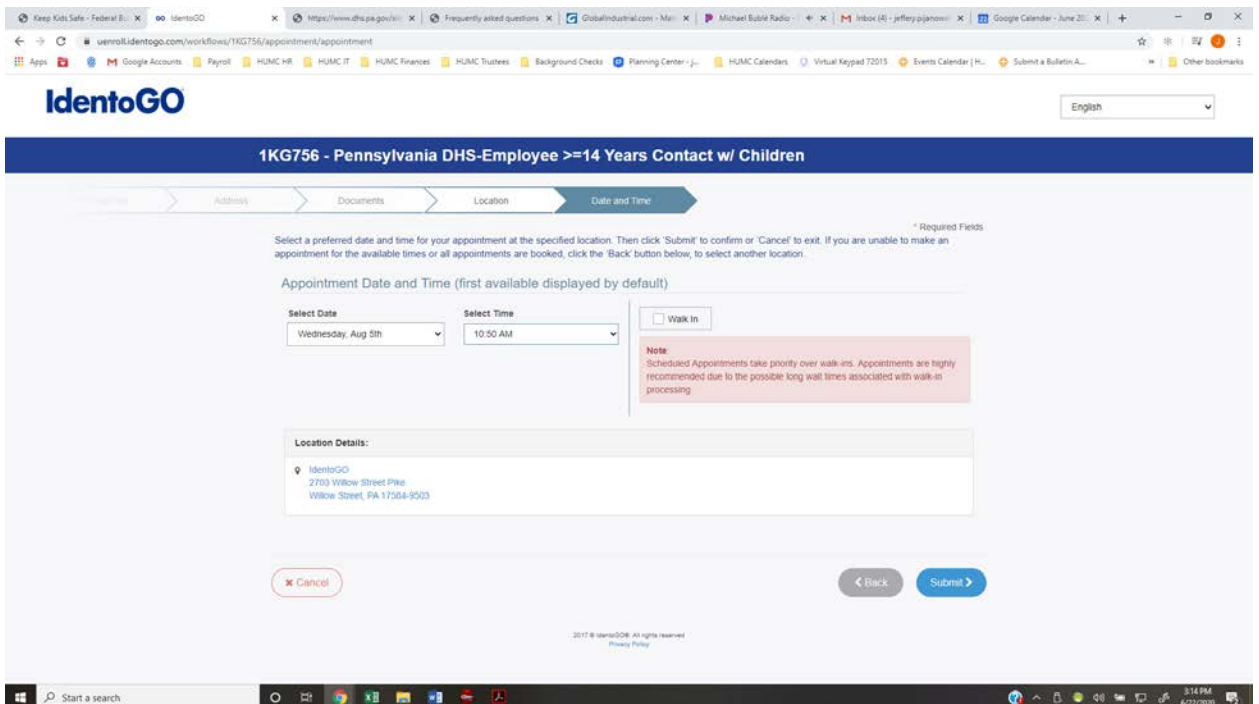


14. Select a location for the fingerprinting.





15. Select a date and time for the appointment, then click next.



16. Print out the summary of the appointment, and click done.

The screenshot shows a web browser window displaying the IdentoGO 'Service Summary' page. The page title is 'Service Summary' and the location is 'Pennsylvania'. The service is identified as '1KG756 - Pennsylvania DHS-Employee >=14 Years Contact w/ Children'. The status is 'Pre-Enrolled' as of 06/22/2020, with a note that the user has successfully pre-enrolled. The service details include a date of 06/22/2020, UE ID UZ5W-35N48G, applicant Jeffrey Pjanowski, and an estimated amount due of \$23.85. Accepted payment methods are listed as Authorization Code, Business Check, Money Order, and Credit Card (with logos for Visa, Mastercard, American Express, and Discover). A note states 'Cash will not be accepted'. An important section in a pink box requires the user to bring specific documents to their enrollment, including a passport book or card, and emphasizes that all ID documents must be originals. The bottom of the page shows the address 'Willow Street, PA' and an 'Appointment Time:' field.

The fee of \$23.85 will be reimbursed by the church. Please bring the receipt of payment to the bookkeeper to director of operations to process the reimbursement.