FINGERPRINTING AND BACKGROUND CHECK REQUIREMENT: Effective July 1, 2010 Connecticut law requires that all university students who will be performing any school-based field work (including practica, student teaching, classroom observations, etc.) need to be fingerprinted for state and national criminal history record checks **at one of the six approved regional educational service centers (RESCs)** that are authorized to conduct fingerprinting services and provide the background check results to the Connecticut State Department of Education and local school districts.

University students matriculated in a degree program MUST be fingerprinted and have a background check conducted PRIOR to registering for their first course. A registration hold will be placed on your account until the fingerprinting and background check requirement is satisfied. Please allow several weeks for processing. In addition, university students who have a history of federal or state conviction may be barred from participating in school-based field work and may be exited from their degree program.

AFTER BEING FINGERPRINTED, bring the original receipt you receive to the GSEAP Dean's Office in Canisius 102 to demonstrate that you have been fingerprinted. You will only be able to register for courses if your receipt is on record. **Some RESCs won't provide you with a receipt but will notify us either by mail or email** that you've been fingerprinted within a couple of weeks of your having done so.

The background check is valid for 3 years if the student remains an active student. It is the student's responsibility to maintain documentation of current fingerprinting on file with the dean's office. Students whose background check has expired will not be permitted to register for courses. Note, too, that school districts and other clinical sites may have more stringent requirements and may mandate a new background check prior to students beginning a placement.

CERTIFIED TEACHERS: If you are a certified teacher **AND** are currently employed full-time in the **PUBLIC** schools you do not need to have a new background check as you will have been through the check for your job. You will need to provide the GSEAP Dean's Office with evidence of your employment (e.g., bring in a current *original* pay stub.)

If you have additional questions about this requirement, please contact your advisor or the Dean's office. There is more information online at www.sde.ct.gov/sde/cwp/view.asp?a=2613&q=321326.

An **APPOINTMENT** may be necessary for fingerprinting services offered by the RESCs. Contact the RESC for specific details. The RESCs charge a fee for the service and the fee is your responsibility.

Below is a list of locations offering fingerprinting services:

Area Cooperative Educational Services (ACES) 350 State Street North Haven, CT 06473-3108 Phone-203-498-6800 http://www.aces.org	**EASTCONN** 376 Hartford Turnpike, Hampton, CT 06247 Phone-860-455-0707 http://www.eastconn.org
Capitol Region Education Council (CREC) 111 Charter Oak Avenue Hartford, CT 06106 (860) 524-4003 http://www.crec.org/fp/fingerprinting.php	**Education Connection** 355 Goshen Road, P.O. Box 909, Litchfield, CT 06759-0909 Phone-860-567-0863 http://www.educationconnection.org/
Cooperative Educational Services (CES) 40 Lindeman Drive, Trumbull, CT (203) 365-8831 http://www.ces.k12.ct.us/universityprint	**LEARN** 44 Hatchetts Hill Road, Old Lyme, CT 06371-1512 Phone-860-434-4800 http://www.learn.k12.ct.us