



FBI FINGERPRINT INSTRUCTIONS

Scheduling your FBI Fingerprint Appointment
As part of your employment or volunteer requirements, you may be required to obtain or renew your FBI Fingerprints.

You will click on the link sent to you by ProVerify to access the scheduling page or you can type in or copy/paste: <https://uenroll.identogo.com/>

Steps to Begin:

- Make sure you have the UE-ID # from the email that was sent to you from ProVerify.
- Click on the calendar icon where it says "Manage an Existing Appointment" (see below graphic).

Once you click on the calendar icon, you will click the circle next to UE-ID/Date of Birth and enter those fields and click Next.

You will then be presented with a list of locations to select from. Pick the location and select a time and date to get your fingerprints done. We suggest you make an appointment if available to avoid delays and be sure to take your ID. If you need assistance scheduling your appointment, please reach out to ProVerify for assistance.

IdentoGO

Do not enter your UE ID in the white search bar at the top of the screen, that will not direct you to the appropriate screens to schedule your appointment.