Background Check Registration- Mobile Phone Instructions

1. Go to www.identogo.com

2. Scroll to the very bottom of the page and click on “Digital Fingerprinting”.
3. Once the new page opens, select Tennessee as the state for services.

4. A new page with Tennessee at the top will open. Scroll down to the box that says “Digital Fingerprinting” and tap “Select”.
5. On the next page, select “Schedule a new appointment”.

6. Type in the proper service code for whatever job you will be doing with us.
   - Custodial Staff: 28TYN5
   - Bus Drivers: 28TYJ7
   - Cafeteria Staff: 28TY9Z
   - School Worker, Other: 28TYHT
   - School Worker, Volunteer: 28TYKR
   - Substitute Teachers (Licensed or Unlicensed): 28TYBF
   - Licensed Teachers (Not Subs): 28TYFX
7. Next, type in TN930130z and click “Go”. When the SUMNER COUNTY SCHOOLS pop up appears, click “yes”.
8. Next, read and acknowledge the disclaimer by clicking “I Agree”. Then click “Go”.

9. Type in 37066 for the zip code and then tap “Go”.

Tennessee

Enter a zip code to determine the closest fingerprinting location.

37066  Go
10. Finally, select Sumner County Board of Education as the location and choose a time that works best for you. Then, follow the remaining prompts.