

## **Act 114 Federal Criminal History Record Information Elizabethtown College Education Department Required Clearance**

Navigate to:

<https://uenroll.identogo.com/>

**Enter Service Code** (this code is specific to Elizabethtown College Education Department):

**1KG6RT**

Schedule your appointment. The location closest to campus is the Identogo office at the Elizabethtown public library. You can schedule your appointment at any Identogo office.

Follow the instructions on the website and make sure to have all the necessary documents, as listed on the website, when you go to your appointment.

Within 72 hours of being fingerprinted, you will receive an email from [status@dev.pasafecheck.identogo.com](mailto:status@dev.pasafecheck.identogo.com) with a link to access and print the results, one time only. Do not open the link on your phone. Open the link on a computer with printing capability.

- **IT IS IMPORTANT THAT YOU PRINT AND SAVE THE 2-PAGE UNOFFICIAL COPY! YOU WILL NOT RECEIVE A PAPER COPY IN THE MAIL.**

Email a pdf copy to [gliotr@etown.edu](mailto:gliotr@etown.edu). The Education Office cannot accept pictures.