




IMPORTANT INFORMATION ABOUT FBI RECORD CHECKS

Your fingerprints will be used to check the criminal history records of the FBI. You have the right to review the information on your FBI record. If you believe your record is incorrect or incomplete, you can request that it be changed, corrected, or updated. For more information and instructions, visit the FBI web site at: <https://www.fbi.gov/services/cjis/identity-history-summary-checks>.

<p>You need this information to schedule your appointment to be fingerprinted: </p>	<p>SERVICE CODE 15468T</p>	<p>CONTRIBUTOR AGENCY NYS Department of Motor Vehicles</p>	<p>JOB OR LICENSE TYPE School Bus Driver</p>
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Article 19-A of the New York State Vehicle and Traffic Law requires all individuals who apply for a school bus driver position to be fingerprinted as part of the qualification procedure. The required fingerprinting service is being provided by Identogo. All school bus driver applicants must be fingerprinted at one of the Identogo centers located throughout New York State.

INSTRUCTIONS FOR CARRIERS

1. Fingerprinting is done by appointment. To select a fingerprinting location, schedule an appointment and get information about the required fee, contact Identogo at 1-877-472-6915 or online at <https://uenroll.identogo.com>.
2. When you schedule the applicant's fingerprinting appointment, you must provide information about the applicant and the following information:
 - The Service Code - The Service Code for a school bus driver applicant is 15468T
 - Your 5-digit 19-A Business ID number
 - The applicant's 9-digit New York State driver license ID number - If an applicant has a driver license from another state, you must ask DMV to assign a New York State ID number. Complete form DS-500 (Article 19-A Request for NYS License ID Number) and send it to DMV as instructed on the form. Form DS-500 is available at dmv.ny.gov.