



Effective October 1, 2016 – All employees are required to submit to a background check for criminal history which includes a fingerprint check by the Alabama Bureau of Investigation and the Federal Bureau of Investigation. The Alabama State Department of Education has contracted with Cogent System/Gemalto to collect and process fingerprints for school systems in Alabama. Employees just be registered prior to arriving at the fingerprint location.

Register online at https://www.aps.gemalto.com/al/index_adeNew.htm

*Please note: If the Alabama State Department of Education (ADSDE) has previously conducted a criminal history background information check on you **in order to obtain your teaching certificate** it will NOT be necessary for your fingerprints to be taken again. ALSDE will update your information in order to issue your teaching certificate.*

Online Registration fee is \$48.15 –

or you may pay at the fingerprint site with Money Order or Cashier Check. Payments must be made out to **Gemalto Cogent** and will be \$51.00.

Be sure to bring valid identification with you to the print location.

Local Site Information

Analytical Testing Group, 920 18th Street South, Suite B, B'ham, AL 35205 205-933-0609

Houston-Latimore and Associates, 127 52nd Street North, Birmingham, AL 35212 1-866-220-9240

Interim HealthCare, 4244 Cahaba Heights Court, Suite 200, Vestavia, AL 35243 205-298-6605

(please call to confirm store hours prior to arrival)

Need additional help? Please visit the Gemalto site for answers to frequently asked questions.