



**PUBLIC SCHOOLS RELEASE**  
**TO: Superintendents, Charter Administrators**  
Wednesday, September 14, 2016  
[www.sde.idaho.gov](http://www.sde.idaho.gov)

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## **NOTICE: NEW FINGERPRINTING FEE REDUCTION BEGINS OCTOBER 1, 2016**

(BOISE) – The Idaho State Department of Education Teacher Certification department is announcing a reduction in the fingerprinting fee and a change in process of background checks for change in status, Superintendent Ybarra announced today.

The new fingerprinting fees as of October 1, 2016 per [Idaho Code §33-130](#) are:

- For regular employees: \$32.00
- For volunteers: \$30.75
- Fingerprint cards and fees submitted with the wrong amount will be returned to the school district delaying the processing of the fingerprint card.

### **Important: Fees Notice**

1. Please destroy all forms that refer to the \$34.75 Background Investigation Check fee, e.g. Directions for Completing Fingerprint Cards.
2. The Bureau of Investigation with the Idaho State Police will stop processing any fingerprint cards, in house or received, between Sep 28 and Oct 1, 2016, in order to clear out our system.
3. If you are submitting electronically, please do not submit after Sep 28, 2016. Submissions can start again on Oct 1, 2016.

### **Important: Background Investigation Check Notice**

1. As of October 1, 2016 the SDE will not require a new Background Investigation Check (BIC) for a change in status within the employing school district. In the past the SDE required a new BIC when an individual changed status in a school district, e.g. going from classified employee to certified employee.
2. A new BIC is still required when changing school districts, or going from substitute teacher to regular employee after the three month grace period.
3. A new BIC is still required when applying for an Idaho Teaching Certificate for the first time and for employment in a school district.

If you have any additional questions regarding this change, please contact Shannon Haas with the Teacher Certification department at (208) 332-6888 or by email at [shhaas@sde.idaho.gov](mailto:shhaas@sde.idaho.gov).

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