Applying for Fingerprints

You must contact MorphoTrust to make an appointment to apply for your fingerprints. You can learn more information about the fingerprinting process by going to their website at www.identogo.com and clicking on the New York State on the map, or calling (877) 472-6915.

During the application process, you will need an ORI Number. The New York State Education System **ORI code is: TEACH**

<u>Method of Payment</u>: You do not pay for your fingerprinting online when you schedule your appointment. You pay at the time of your appointment on-site at the scanning location.   Acceptable methods of payment are business checks, money orders, credit card or debit card. If you are using a credit card or debit card, the owner of that card must be present to swipe it. NO cash or personal checks will be accepted.

<u>Cost of Fingerprints:</u> The total fee for fingerprinting is $102.50.

<u>Proof of Identification:</u> You must present one form of identification in the form of a Photo ID that is state or federal issued such as a driver's license or military ID. School or business issued ID's are not accepted.

<u>MorphoTrust Locations in NY State:</u> A list of currently available locations can be found at www.identogo.com. Select "NY" and then click on "Locations" to view the listing. Below is a list of the Central NY Locations.

Location   Address   Dates & Times
CENTRAL NY

Location	Address	Dates & Times
Apalachin	Apalachin, NY. (7666 State Rte 434) [Map (opens new browser)]	E/O Thu 9:00am - 2:00pm
Auburn	Auburn, NY. (14 East Garden Street) [Map (opens new browser)]	Mon: 8AM - 3:30PM, Wed:8AM - 3:30PM, Fri: 8AM - 3:30PM
Bath	Bath, NY. (58 Liberty Street) [Map (opens new browser)]	Mon, Wed, Fri: 9AM - 3PM
Canandaigua	Canandaigua, NY. (2510 Rochester Rd) [Map (opens new browser)]	Mon & Wed 10:30am - 3:00pm; Tue 10:30am - 3:00pm & 5:00pm - 7:00pm
Cazenovia	Cazenovia, NY. (79 Albany St) [Map (opens new browser)]	Thur 10:00am - 12:00pm and 1:00pm - 3:00pm
Cortland	Cortland, NY. (134 Homer Ave) [Map (opens new browser)]	Weds 9:00am - 12:00pm and 1:00pm - 4:00pm
Delhi Village	Delhi, NY. (9 Court St) [Map (opens new browser)]	Tue 9:30-12:00pm & 12:30pm-2:30pm
Endicott	Endicott, NY. (301 Nantucket Dr) [Map (opens new browser)]	Tue & Thu 9:00am - 3:00pm
Horseheads	Horseheads, NY. (2666 Corning Rd) [Map (opens new browser)]	Wed 9am - 12pm & 1pm - 5pm; Fri 9:00am -12pm & 1pm - 5:00pm
Ithaca	Ithaca, NY. (950 Danby Rd Suite 179) [Map (opens new browser)]	Tue, Wed, & Thu 9:00am-12:00pm & 12:30pm-2:30pm
Johnson City	Johnson City, NY. (345 Harry L Dr) [Map (opens new browser)]	Mon - Fri 9:30am - 4:30pm

Little Falls	Little Falls, NY. (20 Albany St) [Map (opens new browser)]	Mon 9:00am-12:00pm & 1:00pm-4:00pm
Newark	Newark, NY. (215 South Main Street) [Map (opens new browser)]	Mon 9am- 2pm & Sat 12pm-5pm
Norwich	Norwich, NY. (6067 State Hwy 12) [Map (opens new browser)]	Mon 8am-12pm & 1pm-5pm
Oneida	Oneida, NY. (223 Genesee St) [Map (opens new browser)]	Mon-Fri 9:00am-12:00pm & 1:00pm-4:00pm
Oneonta	Oneonta, NY. (35 Academy Street) [Map (opens new browser)]	M, T, Thurs 8:30am -11:30am & 12:30pm - 3:30pm & Wed 1pm-7pm
Penn Yan	Penn Yan, NY. (2375 Route 14a) [Map (opens new browser)]	E/O Mon 9:00am - 3:00pm
Rome	Rome , NY. (111 East Chestnut St) [Map (opens new browser)]	Mon and Tues 9:30am-11:50am &1pm-6pm, Wed 9:30am-11:50am & 1pm-4:30pm & 4:50pm-7pm
Seneca Falls	Seneca Falls, NY. (1966 U S Route 20) [Map (opens new browser)]	Thu 10:30am - 12:00pm & 12:30pm - 3:30pm
Syracuse	Syracuse, NY. (1723 Burnet Ave) [Map (opens new browser)]	Tue 12pm -8pm Wed, Thurs, & Fri 8:30am-8pm, Sat. 9am -5pm

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