

Senate Bill 9

Fingerprinting for Certified and Non-Certified Substitute Teachers

Q & A

WHAT IS SB9 – FINGERPRINTING BILL?

The 80th Texas Legislature passed Senate Bill 9 (SB9), mandating the Texas Education Agency (TEA) to acquire criminal history reports, including a national criminal history background check.

Senate Bill 9 mandates all substitute teachers shall submit fingerprint, photograph, and identification information to the DPS in the form the DPS requires for the purpose of entering the person's national criminal history record information into the Criminal History Clearinghouse.

DO I HAVE TO BE FINGERPRINTED?

YES – All substitutes with the statuses “Need FP/Educator Pays” and “Not Certified” are required to submit fingerprints to be in compliance with Senate Bill 9.

NO – Substitutes with the status of “FP Complete” have already been fingerprinted through SBEC and are not required to submit prints again.

HOW WILL I KNOW IF I NEED TO BE FINGERPRINTED?

You will be contacted by the Human Resources Department.

WILL I HAVE TO PAY FOR MY FINGERPRINTS?

Certified substitutes (in Texas only) are required to pay for your own fingerprints. You will need to pay \$42.25 via credit/debit card in SBEC Online **before** the scheduled date and time of your appointment.

Additionally, \$9.95 must be paid via check or money order to L-1 Enrollment Services at the time of your appointment.

Non-certified substitutes are required to pay for your own fingerprints. You will need to pay the entire **\$50.20** via check or money order to L-1 Enrollment Services at the time of your appointment.

WHY DO THE FIRST AND LAST NAMES HAVE TO MATCH?

If your first and last names on your state issued driver's license or state issued ID do not match your first and last names on your certificate, you will not be able to complete the fingerprint process.

You will be required to present your state issued driver's license or state issued ID at the time of your scheduled fingerprint appointment.

WHO WILL BE RESPONSIBLE FOR UPDATING SBEC SO THAT MY FIRST AND LAST NAMES ARE THE SAME?

You are responsible to make the necessary changes.

WHAT HAPPENS IF I DO NOT GET FINGERPRINTED?

If you do not complete your fingerprints within the 80 calendar-day time period, SBEC will change your status to INACTIVE and you CAN NOT continue to work.

HOW WILL I BE NOTIFIED WHEN TO GET MY FINGERPRINTS COMPLETED?

Non-certified substitutes will be notified by the Human Resources Department to come by the Administration Building to pick up your FAST Pass and you will be responsible for scheduling your appointment at an L-1 location within an 80-day timeframe.

Certified substitutes will also be notified by the Human Resources Department via email and will need to log onto SBEC website to receive a FAST Pass and submit payment of \$42.25.

L-1 LOCATIONS

Visit <http://ibtffingerprint.com/locations/?st=tx>

WHO WILL BE ABLE TO ASSIST ME IF I HAVE ANY ADDITIONAL QUESTIONS?

You may contact the Human Resources Department at 817-426-7500, ext: 1002 or 1010.