



Blount County Schools requires all new employees to undergo fingerprinting for a TBI background check. Fingerprints must be taken before beginning work. (Most Blount County employees have the background check conducted at Gunny's Indoor Shooting Range, 2208 E Broadway Ave, Maryville, TN 37804, (865) 233-3471.)

Instructions for fingerprinting:

1. Register on-line at <https://www.identogo.com>
2. Select State (TN)
3. Choose- Online Scheduling
4. Choose- Language
5. Enter your name- Click Go
6. Choose Agency Name: State Schools/Colleges
7. Choose Applicant Type: Choose the position for which you have been hired (Coaches and Instructional Asst. choose School Worker-Other).
8. Enter Blount County Schools ORI#: TN930270Z
9. To choose location- enter your zip code
10. Choose a day and time for your appointment.
11. Enter your demographic information
12. Enter Employer Information:
Blount County Schools
831 Grandview Drive
Maryville, TN. 37803
13. You will then be prompted to enter your credit/debit card information. The Cost is \$42.00.
14. Follow instructions for printing confirmation and information you need to take to the fingerprinting site for which you scheduled your appointment.

Your TBI background check must be received by Human Resources prior to your employment.