

VERIFICATION OF FINGERPRINT PROCESSING FOR EMPLOYMENT WITH THE WEST BATON ROUGE PARISH SCHOOL SYSTEM

This form is to be completed prior to employment with the West Baton Rouge Parish School System.

It is to be submitted with your employee packet and is necessary to receive payment as an employee.

Please complete the information and take it with you to be completed by the Louisiana State Police, along with a ten dollar (\$10) fee in the form of a money order or cashier's check made out to the Louisiana State Police Bureau of Criminal Identification and Information.

This form, along with your New Employee Packet, should be returned to the Human Resources Department within three (3) working days of employment. Failure to do so will result in a delay in the hiring process and may prohibit your employment with our school district.

Name _____

Social Security Number _____

Date _____

Position Applying For _____

Signature of Authorized Representative 

To be completed by the Louisiana State Police:

The applicant has reported to the Louisiana State Police Bureau of Criminal Identification and Information and has been properly fingerprinted by this agency.

Lt. Christopher Eskew, Criminal Records Date

This applicant will be hired contingent upon clearance by the background check.