

Utah Educator LiveScan Fingerprint Sites

The Educator Licensing Department is working remotely for the time being. We apologize for any inconvenience. Please see the Contact Us page. We will respond to your emails in the order received. Please note that many services offered by the USBE, local LEAs, and other agencies are either temporarily suspended or are offering very limited services. Please call ahead to fingerprinting offices and/or testing centers to ensure that the service will be available when you arrive. The USBE will be monitoring the delays and considering extensions to deadlines as the situation progresses. Thank you for your patience and understanding as we work safely to support our educators and students.

The following is a list of sites that have agreed to provide LiveScan fingerprinting services to Utah educators. For information regarding sites available to classified employees or volunteers at a local education agency (LEA), please contact the sites directly. Individual sites may or may not provide LiveScan services from other entities (i.e. Dept. of Health), contact the individual site for more details. If you are a Utah educator and charged a usage fee higher than that listed on this document, please contact USBE Licensing immediately at (801) 538-7740.

Institution	Address	USBE Authorization Operating Hours	USBE Auth. Usage Fee	Notes	Website	Public Contact Number
Alpine School District	575 North 100 East American Fork, UT 84003	Monday - Friday; 9-4:30 p.m. by appointment only	\$20		http://alpineschools.org/hr/	(801) 610-8586
American Preparatory Academy	12894 S. Pony Express, Ste. 600 Draper, UT 84120	APA Employees: M - F : 9-3 pm All others: 9-1 pm; by appointment	\$20		www.americanprep.org	
Beaver School District	291 North Main Street Beaver, UT 84713	M-Th; 8 am - 5 pm Friday; 8 am - 4 pm	\$20	Appointment preferred as availability may vary	www.beaver.k12.ut.us	(435) 438-2291
Bureau of Criminal Identification	3888 West 5400 South West Valley, UT 84119	Monday - Friday; 8 am - 5 pm	\$15		publicsafety.utah.gov/bci	(801) 965-4445
Canyons School District	9361 South 300 East Sandy, UT 84070	Monday - Friday; 8 am - 4 pm	\$20	Cash Only; Average wait time is 15 minutes.	www.canyonsdistrict.org	(801) 826-5500
Carbon School District	251 West 400 North Price, UT 84501	Monday - Friday; 8:30 am - 3:30 pm	\$20		www.carbonschools.org	(435) 637-1732
Daggett School District	196 West Second North Manilla, UT 84046-0249	Monday - Friday; 8 am - 5 pm	\$20	Non-Daggett Educators - Cash Only	www.dsdf.org	(435) 784-3174
Davis School District	45 East State Street Farmington, UT 84025	Monday - Friday; 8 am - 4:30 pm	\$20		www.davis.k12.ut.us	(801) 402-5550
Dixie Montessori Academy	1160 North 645 West Washington, UT 84780	Mondays & Thursdays 8:30-10:00 am 3:15-4:45 pm	\$20	For appointment, visit our website or call. Cash, check, or credit card accepted	www.dixiemontessoriacademy.org (bottom of Home Page, select Fingerprint under Employee Links)	(435) 251-8539 x114
Duchesne School District	900 East Lagoon Street Roosevelt, UT 84066	By appointment only	\$20		www.dcsd.org	(435) 725-4500
Emery School District	120 North Main Huntington, UT 84523	Monday - Friday; 8 am - 5 pm	\$20		www.emerycsd.org	(435) 687-9846
Freedom Preparatory Academy	1190 West 900 North Provo, UT 84604	Monday - Friday; 8 am - 4 pm	\$20	Please call before coming in for fingerprinting.	801-437-3100 www.pfa.cc	(801) 437-3100
Garfield School District	145 East Center Street Panguitch, UT 84759	by appointment only	\$20	Exact Cash or Check Only.	www.garfield.k12.ut.us	(435) 676-8821
Grand School District	264 South 400 East Moab, UT 84532	by appointment only	\$20	Please call before coming in for fingerprinting.	www.grandschools.org	(435) 259-5317

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Granite School District	2500 South State Salt Lake City UT 84115	Granite Educators: M-F: 8:15-3:45 pm		Non-Granite Educators – Cash or credit card accepted	www.graniteschools.org	(385) 646-4551
Iron School District	2077 W Royal Drive Cedar City, UT 84720	by appointment	\$20		irondistrict.org	(435) 586-2804
Jordan School District	7387 S Campus View Drive West Jordan, UT 84084	Monday - Friday; 7:30 am - 4:30 pm	\$20		www.jordandistrict.org	(801) 567-8150
Juab School District	346 East 600 North Nephi, UT 84648	Mon-Fri 8:00-3:30 Appointment only	\$20		www.juabsd.org www.mycues.org	(435) 623-1940
Kane School District	746 South 175 East Kanab, UT 84741	Monday – Thursday; 9 am to 3 pm, by appointment only	\$20	Please call before coming in for fingerprinting; Kane SD employees/volunteers	www.kane.k12.ut.us	(435) 644-2555
Lakeview Academy	527 West 400 North Saratoga Springs, UT 84045	Monday - Thursday; 8:30 am to 2:30 pm, by appointment only	\$20		www.lakeview-academy.com	(801) 331-6788
Millard School District	285 East 450 North Delta, UT 84624; or 200 West Eagle Drive Fillmore, UT 84631	by appointment only	\$20		www.millard.k12.ut.us	(435) 864-1032
Morgan School District	67 North 200 East Morgan, UT 84050	M-Th 8-3:30 pm Friday 8-3 pm	\$20		www.morgan.k12.ut.us	(801) 829-3411
North Sanpete District	220 East 700 South Mt. Pleasant, Utah 84674	Mon-Fri 8:00-3:30 Appointment only	\$20	This site rotates between North Sanpete SD and South Sanpete SD; see website for availability.	www.nsanpete.org www.mycues.org	(435) 462-2485
North Summit District	65 South Main Coalville, UT 84017	Monday - Friday; 8 am - 4 pm	\$20		www.nsummit.org	
Nebo School District	350 South Main Spanish Fork, UT 84660	Nebo Employees: Monday - Friday; 8 am - 4:30 pm All others: Monday - Thursday; 1 -3 pm	\$20	Cash, check or credit card accepted for non-Nebo employee usage fee. There is no usage fee for Nebo employees.	www.nebo.edu	(801) 354-7414
Ogden School District	1950 Monroe Blvd Building #2 Ogden, UT 84401	Monday - Thursday; 8:00 am - 4 pm;	\$20	Exact cash, check, or credit cards	ogdensd.org	(801) 737-7320
Park City School District	2700 Kearns Blvd Park City, UT 84060	Thursdays; 9:00 a.m. – 3:30 p.m. By appointment only	\$20	PCSD and Weilenmann new hires and employees only Cash or check only	Schedule Livescan appointments online at www.pcschools.us	(435) 645-5600
Piute School District	500 North Main Street Junction, Utah 84740	Mon-Fri 8:00-3:30 Appointment only	\$20	This site rotates between Piute SD, Tintic SD, and Wayne SD, see website for availability.	www.mycues.org	(435) 577-2912
Promontory School of Expeditionary Learning	1051 W 2700 S Perry, UT 84302	Tuesday & Thursday; 10 am - 2 pm	\$20	Available by appointment only during summer months.	www.promontoryschool.org	(435) 919-1900
Provo School District	280 West 940 North Provo, UT 84604	Monday - Friday; 1 - 4 pm	\$20	Credit, debit cards or money orders only; please do not bring children.	provo.edu	(801) 374-4800

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Rich School District	25 South 100 West Randolph, UT 84064	Monday - Friday; 8 am - 4 pm	\$20	By appointment and cash payment only. Please call for an appointment.	www.richschool.org	(435) 793-2135 x100
Salt Lake City School District	440 East 100 South Salt Lake City, UT 84111	by appointment only	\$0	Salt Lake City School District Employees Only		(801) 578-8337
San Juan School District	District Office 200 North Main Street Blanding, UT 84511	Monday - Friday; 8 am to 5 pm	\$20		www.sjsd.org	(435) 678-1215 or (435) 678-1211
	San Juan Safety Building 297 South Main Monticello, UT 84535	Monday - Friday; 8 am to 6 pm	\$20			(435) 587-2237
Sevier School District	180 East 600 North Richfield, UT 84701	Mon-Fri 8:00-3:30 Appointment only	\$20		www.mycues.org	(435) 896-8214
South Sanpete District	39 South Main Street Manti, UT 84642	Mon-Fri 8:00-3:30 Appointment only	\$20	This site rotates between North Sanpete SD and South Sanpete SD, see website for availability.	www.mycues.org	(435) 835-2261
Tintic School District	545 East Main Street Eureka, UT 84628	Mon-Fri 8:00-3:30 Appointment only	\$20	This site rotates between Piute SD, Wayne SD, and Tintic SD, see website for availability.	www.mycues.org	(435) 433-6363
Tooele School District	92 South Lodestone Way Tooele, UT 84074	M, Tues., Thurs.: 2 - 4 pm; Tues.: 10 am - 12 pm, by appointment only	\$20	Additional availability Monday 10 am - 12 pm by appointment only for Tooele SD employees	tooeleschools.org	(435) 833-1900
Uintah School District	635 West 200 South Vernal, UT 84078	Tuesday, 2:00 - 4:00 pm; Thursday, 8:30 - 10:30 am; or by appointment.	\$20	To book an appointment go to: https://usdlivescanappt.youcanbook.me	www.uintah.net	(435) 781-3100 X1000
Vista at Entrada School of Performing Arts and Technology	585 East Center Street Ivins, UT 84738	by appointment only	\$20		www.vistautah.com	(435) 673-4110
Wasatch School District	101 East 200 North Heber City, UT 84032	by appointment only	\$20		www.wasatch.edu	(435) 654-0280
Washington School District	121 West Tabernacle Street St. George, UT 84770	by appointment only	\$20	Online scheduling tool can be found at https://wcsdfingerprints.youcanbook.me/ , or under "Jobs" on the main district website	www.washk12.org	(435) 673-3553 Ext. 5115
Wayne School District	79 North 100 West Bicknell, UT 84715	Mon-Fri 8:00-3:30 Appointment only	\$20	This site rotates between Piute SD, Tintic SD, and Wayne SD, see website for availability	www.mycues.org	(435) 425-3813
Weber School District	5320 Adams Ave Parkway Ogden, UT 84405	M-F: 8-3:30 pm Summer hours: 7:30-3:30 pm	\$20		www.wsd.net	(801) 476-7886
Brigham Young University	350 McKay Building Provo, UT 84602	Monday-Friday; 9 am - 4 pm	\$20	Non-students by appointment only		(801) 422-3426

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Southern Utah University	36 North 300 West Cedar City, UT 84720	Tuesday & Wednesday; 2 to 5 pm	\$20			
Utah State University	USU Public Safety 1250 North 850 East Logan, UT 84322-5800	by appointment only	\$20	All appointments must be made on website	dps.usu.edu	(435) 797-7468
Weber State University	Room 022 McKay Ed Bldg. Ogden, UT 84408-1302	See website	\$20	Weber State University Students Only	www.weber.edu/fingerprinting	
Central Utah Educational Services	820 N. Main Street, Ste. 3 Richfield UT 84701-1899	Monday-Thursday appointment only	\$20	This site rotates between CUES, Piute SD, and Wayne SD; see website for availability	www.mycues.org	(435) 896-4469
Southeast Educational Services Center	685 East 200 South Price, UT 84501	Monday - Friday; 8 am - 5 pm	\$20		seschools.org	(435) 637-1173