Applying online for an IVP fingerprint card (requirement for employment with Prescott Unified School District)
Go to   www.fieldprintarizona.com

When you do the online application, the first page where you make the selection of why you are being fingerprinted you will select IVP (identity verified prints) - Paid Employee
The next selection then will be what you see below and you want to choose the first box "DOE Certification (Teacher or Other) if you are certified personnel or the last box "public and/or charter school non-certificated personnel" for classified positions.

Check the box(es) indicating why you are applying. (Maximum of 4) Your application can not be processed without this information. If the reason you must be fingerprinted is not listed here or if you do not know the reason, please contact your employer.

☐	**DOE Certification (Teacher or Other)**	ARS §15-534	All persons who apply for certification from the state board of education.
☐	**Tutor or Teacher Preparation Programs**	ARS §15-534	All persons who apply for certification from the state board of education.
☐	**Charter School Instructor**	ARS §15-183	All persons engaged in instructional work directly as a classroom, laboratory or other teacher or indirectly as a supervisory teacher, speech therapist or principal.
☐	**Public and/or Charter School Contractor, Subcontractor or Vendor and their Employees**	ARS §15-512	A contractor, subcontractor or vendor or any employee of a contractor, subcontractor or vendor who is contracted to provide services on a regular basis at an individual school.
☐	**Public and/or Charter School Non-certificated Personnel**	ARS §15-512	Non-certificated personnel and personnel who are not paid employees of the school district and who are not either the parent or the guardian of a pupil who attends school in the district but who are required or allowed to provide services directly to pupils without the supervision of a certified employee.

***These statutes require a Level One card. However, if you qualify, a Level One card will be issued for any box marked on your application.