Directions for Pre-enrollment and Payment – Required for ALL Fingerprint Cards

1. Visit [http://uenroll.identogo.com](http://uenroll.identogo.com) and enter your 6-character Service Code assigned to the agency you plan to submit prints for, then click the GO button. Please use 1KG6NX as your 6 digit service code for a vocational-technical school.
2. The next screen is where you are going to select that you would like to schedule or manage an appointment.

3. The next few screens will collect essential information such as name, date of birth, address, etc. You will need to complete all required information.
4. When you get to the Location screen, you will need to enter your Special Access Code in the field asking you to search for an Enrollment Center by Postal Code, City and State, or Airport Code and click on Search.

The Special Access Code you will enter is **SP-IUINDEDR**.
Please note I in the above Special Access Code is an upper case i

5. Select your Location and click Next.
6. On the Date and Time selection screen, please check the box "Walk In" on the right hand side of the screen and click Submit.

Sample Service Code - Sample Agency

Select a preferred date and time for your appointment at the specified location. Then click 'Submit' to confirm or 'Cancel' to exit. If you are unable to make an appointment for the available times or all appointments are booked, click the 'Back' button below to select another location.

Appointment Date and Time (first available displayed by default)

Select Date
- Choose One -

Select Time
- Choose One -

☑ Walk In

Note:
Scheduled appointments take priority over walk-ins.

There are no appointments available for this location.
Service Details:

Date: 12/27/2019
Customer: UZSV.
OII:

Services
1KG6S7 - PA PDE-Intermediate Units (IU) $23.85
Total: $23.85

We accept the following methods of payment:
Authorization Code, Business Check, Money Order, Credit Card
Personal checks and cash will not be accepted.

IMPORTANT!
YOU WILL BE REQUIRED TO BRING THE FOLLOWING DOCUMENTS TO YOUR ENROLLMENT. Legal Name must match exactly on all identification documents brought to enrollment
1. Driver’s License PERMIT issued by a State or outlying possession of the U.S.

All ID Documents must be the originals. Copies will not be accepted.

Status as of 12/27/19
Pre-Enrolled
You have successfully pre-enrolled.

1KG6S7 - PA PDE-Intermediate Units (IU) Appointment Details:

Time:
Location:

Click here to check your status