

Clarksville-Montgomery County School System
621 Gracey Avenue **Clarksville, TN 37040**

Please fill out form and return to the HR Dept. at the Board of Education for registration. You MUST wait 24 hours after in-processing before you can be fingerprinted.
(The \$48 fee will be taken from your first 2 payroll checks in 2 installments)
You must be fingerprinted within 5 business days after in-processing.

Fingerprints will be made at Integrity International Security
211 University Avenue 931-647-5384

You must bring picture ID.

Agency (CMCSS)

Specify what type of Position/Transaction from list below:

Teacher-TE Custodian-CW Bus Driver – BD Cafeteria – CA
School Worker-SW (includes aides, nurses, anything not listed above)

Last Name _____ **First Name** _____ **Middle** _____

Date of Birth _____ **State you were born in** _____

Social Sec. # _____ **Sex** _____ **Race** _____

Eye Color _____ **Hair Color** _____ **Height** _____ **Weight** _____

License Number _____ **State of Drivers License** _____

Country of Citizenship _____

Address _____ **Phone Number** _____

City _____ **State** _____

*Fingerprints are transmitted to Tennessee Bureau of Investigation
“TAPS” for results.*

Contact at CMCSS: Dott Duncan, Human Resources Dept. 931-920-7914

Directions for fingerprinting

CMCSS Fingerprints will be made at
Integrity International Security
211 University Ave.
931-647-5384.

Hours of Operation 8:30 to 4:30 Monday thru Friday

(The \$48 fee will be taken from your first 2 payroll checks in 2 installments.)
You must be fingerprinted within 5 business days of in-processing.

NO Appointment is Necessary
You will need to bring picture ID

PLEASE WAIT AT LEAST 24 HOURS
AFTER YOU ARE PROCESSED
BEFORE GOING TO BE FINGERPRINTED.

Information is transmitted to Tennessee Bureau of
Investigation, “TAPS” for results.

If you encounter problems with fingerprinting please
Contact: Dott Duncan, H. R. Dept. CMCSS
931-920-7914