



Escambia County Public Schools

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Escambia County School District Volunteer Coach

To schedule a fingerprinting appointment, please follow these simple instructions:

1. Visit <https://www.fieldprintflorida.com>
 2. Select “Schedule an Appointment”
 3. Enter an email address under “New Users/Sign Up” and click the “Sign Up” button. Follow the instructions for creating a Password and Security Question and then click “Sign Up and Continue”.
 4. Enter the Fieldprint Code: **FPECSDVOLCOACH**
 5. Enter the contact and demographic information required by the FBI and schedule a fingerprint appointment at the location of your choosing.
 6. At the end of the process, print the Confirmation Page. Take the Confirmation Page with you to your fingerprint appointment, along with two forms of identification.
 7. If you have any questions or problems, you may contact our customer service team at 877-614-4364 or customerservice@fieldprint.com.
- ✓ **You will be notified via email when you have, cleared, or if there is any additional information that is needed.**
 - ✓ **An appointment will be set up by Human Resources after you have received a cleared background screening, to complete the new hire paperwork.**
 - ✓ **The ID badge will be issued once all the paperwork has been completed in Human Resources.**