

Department of Counselor Education  
Daniel L. Goodwin College of Education  
Northeastern Illinois University

State and Federal fingerprint background check results are required for applicants to the M.A. in School Counseling program who do not hold a Professional Educator License (PEL):

1. You will have your fingerprinting conducted at **Accurate Biometrics** for both state and federal fingerprints.
2. When ready to visit Accurate Biometrics, you must bring with you:

- a. \$30 payment for the State of Illinois fingerprint background check
- b. \$45 for the federal fingerprint background check
- c. credit card or money orders only
- d. your state-issued identification
- e. two forms completed by you:  
Accurate Biometrics request form - FBI results (attached)

Accurate Biometrics request form - Illinois results (attached)

3. Accurate Biometrics will provide you with receipts at the time of this service. Please keep them and refer to them for instructions on how to retrieve your actual results.

### How your background check results are received:

The **Illinois State Police forwards the state results** directly to the Goodwin College of Education and typically arrives in 3-5 days.

The **federal result** will NOT be forwarded. Instead, it will be **available to you for download within several hours after taking the background check**, from the link you will receive via email. Please upload your federal results to your application portal.

Please contact Dona M. Wisniewski, [d-wisniewski@neiu.edu](mailto:d-wisniewski@neiu.edu), with any questions.

Accurate

## APPLICANT INFORMATION FORM



**PRIVACY ACT STATEMENT:** The FBI's acquisition, retention, and sharing of information submitted on this form is generally authorized under 28 USC 534 and 28 CFR 16.30-16.34. The purpose for requesting this information from you is to provide the FBI with a minimum of identifying data to permit an accurate and timely search of identity history identification records. Providing this information (including your Social Security Account Number) is voluntary; however, failure to provide the information may affect the completion of your request. The information reported on this form may be disclosed pursuant to your consent and may also be disclosed by the FBI without your consent pursuant to the Privacy Act of 1974 and all applicable routine uses. Under the Paperwork Reduction Act, you are not

