Educator Certification

Return to:
Educator Certification
P.O. Box 94987,
Lincoln, NE 68509
nde.tcertweb@nebraska.gov
www.education.ne.gov/TCert
(402) 471-0739

Fingerprinting for Nebraska Certification

Who is required to be fingerprinted?

Any person applying for first-time issuance of a Nebraska certificate/permit, ***who has not been a resident* of Nebraska for the five (5) years immediately prior to the date of application***, must submit fingerprints taken via LiveScan ***OR*** ink roll for use in an FBI national criminal history record information check. The applicant will also need to pay an additional background check fee alongside their application fee.

***Where do I get my fingerprints taken*?**

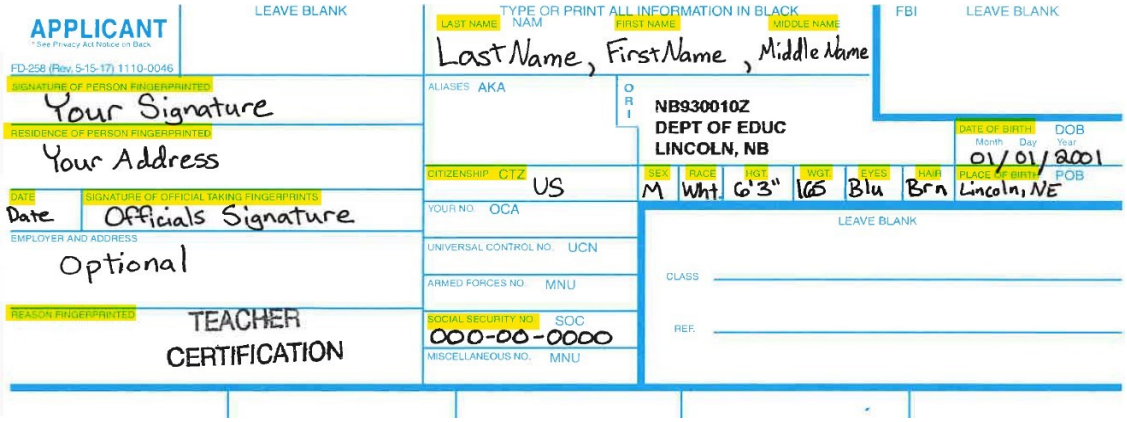
The Nebraska State Patrol (NSP) offers LiveScan fingerprinting, as well as on-line scheduling, at each of their Troop Area Headquarters. Further information, as well as a list of additional NSP locations that offer fingerprinting services, can be found on-line at:

https://statepatrol.nebraska.gov/services/fingerprinting

Note: When scheduling your appointment with NSP, please make sure to select the "Appointment Type" as Teaching Certificate and "Appointment Details" as Nebraska.

**Residence is defined as having a home in Nebraska where you usually live and plan to return to if you leave. If you attended college outside of Nebraska, even if the address on your state ID did not change from Nebraska, you would be required to submit fingerprints for a background check.*

Applicants may be fingerprinted at any law enforcement or third party agency that offers fingerprinting services, provided their prints are recorded on **FD-258** fingerprint cards and include all of the information indicated by the sample below:



The Nebraska Department of Education does not offer on-site fingerprinting services and cannot accept electronic fingerprint submissions; whether an applicant is printed via ink roll or LiveScan, *physical* fingerprint card(s) must be provided via mail.
If you need a physical copy of a fingerprint card mailed to you, please email our office at nde.tcertweb@nebraska.gov *after submitting your on-line application and fee*.