

Fingerprint Requirement for Arrupe Placements

Fingerprints are required by some Arrupe community partners. These are generally completed via Livescan, which electronically takes fingerprints and is connected to the Department of Justice and FBI databases.

Instructions and information for those agencies that require fingerprints are made available during the first week of each quarter at the Arrupe sign-ups.

To schedule Livescan appointments **at the Sheriff's Office**, go online to:

<http://www.santaclaracounty.org/isdapps/sfp/applicantInfo.jsp>

- The Sheriff's office closest to the SCU campus is at 55 W. Younger Ave., San Jose, CA 95110 (approximately 3 miles from campus).
- Print 3 copies of the completed application and take to appointment.
- For appointment, take **valid ID with photo**, i.e. driver's license, official DMV ID card (if not a driver), passport, green card (**ACCESS card is not acceptable**).
- For questions, contact the Sheriff's Office, Livescan Fingerprint Unit at (408) 808-4755.
- Once fingerprints are done, students must submit the receipt (proof that fingerprints were done) to the organization where they will be placed.