

BACKGROUND CHECK REQUIRED

You will need the following:

- **Driver's License**
- **Payment: \$49, payable by cash (exact change please), Bursar charge, or check or money order made out to "Miami University". This covers both the Ohio BCI & I and FBI background checks.**

The results are faxed to the Field Experience office. You should stop in the Student Teaching and Field Experience Office (202 McGuffey) about two weeks after they are done and request a copy for your records. You will not be allowed to go to your field placement until the Field Experience Office has received your results.

The Miami University Police Department is located on Route 73, across from Miami's horse stables. Fingerprinting hours are Monday through Friday, 8:00 am to 4:30 pm. No appointment is needed.

Please phone Amanda Rose, Miami Police, at 529-8363 with further background check questions.

Background checks are valid for one year from the date you are fingerprinted.

Both a current Ohio BCI & I and FBI background check must be on file in the Office of Student Teaching and Field Experiences, 202 McGuffey Hall, before your field experience begins.