

## **AUGUSTA COUNTY SCHOOL BOARD**

Dr. Eric W. Bond
Division Superintendent

Dr. Kelly F. Troxell Executive Director of Personnel 18 Government Center Lane PO Box 960 Verona, VA 24482 *Phone:* 540-245-5100 *Fax:* 540-245-5115

Phone: 540-245-5107 Fax: 540-245-5115

Augusta County Public Schools

Fingerprinting/Background Check Process for University Student Teachers

Augusta County Schools appreciates your interest in becoming a student teacher/practicum teacher for the division.

In order to facilitate this process, you will need to be fingerprinted for a criminal background check and a Central Registry Search through the Child Protective Services. The requirements are mandatory and they must be met and satisfied before your assigned placement begins.

Augusta County Schools does not assume financial responsibility for the costs associated with the background searches. Cash, checks, and money orders are accepted and should be made payable to Augusta County Public Schools. The following fees are applicable:

Fingerprinting \$27.00CPS \$10.00

Total Cost Accrued: \$37.00

Fingerprinting/CPS background checks will take place on Tuesdays and Thursdays from 8:30 am to 4:00 pm. Please contact Teresa Hester, at (540) 245-5100 to schedule an appointment. If you have other questions or concerns, you can also reach her through email at thester@augusta.k12.va.us.