

Fingerprinting Cost - Reimbursement Procedure

The Jamesville DeWitt Central School District will reimburse certain employees the cost of fingerprinting if you are employed by the District for at least one day as either a substitute or regular employee. This reimbursement policy applies ONLY to the following employment categories:

Clerical
Custodial
Food Service
Homebound Tutor
Job Coaches
Maintenance
Teacher Aide

After completing the fingerprinting process, send a copy of your receipt of payment to:

Kathy Adams
Jamesville-DeWitt School District
P.O. Box 606
DeWitt, NY 13214

Once we receive your copy of the receipt, a Fingerprint Clearance Certificate and documentation that you worked for the District, the reimbursement process will begin.

Contact Kathy Adams at (315) 445-8203 if you have any questions.