

Senate Bill 9 – Fingerprinting Law Instructions to Applicants

Due to the passing of Senate Bill 9, any employee who does not have SBEC certification and is hired after January 1, 2008 by a Texas public school district must be fingerprinted. Therefore, in order to be considered for employment with Spring Branch ISD, you must be fingerprinted.

Please follow the steps below:

1. Apply to the district by completing the appropriate application.
2. If and when a job offer is made Spring Branch ISD will submit your name to the Texas Education Agency (TEA).
3. Once SBISD receives an authorization form (Fast Fingerprint Pass) from TEA, we will contact you.
4. You will then need to come to the Administration Building (955 Campbell Road) & a staff member will register you for an appointment for fingerprinting.
5. You may choose any of the designated vendors to have your fingerprints scanned (see attached locations).
6. Once you have had your fingerprints, bring your receipt back to us & then your start date will be determined.

Please note:

- Once hired by SBISD, you will sign a form acknowledging your employment is contingent on an acceptable criminal history report and that you will be terminated if the report is not acceptable.

Designated Vendors:

RSI (Hours: 9:30 am – 5:00 pm)

1480 Wilcrest (Located at Wilcrest & Briar Forest, in shopping center with red & white trim, between Pancho Villa's Kitchen Taqueria & Children's Choice Childcare Center)

Houston, TX 77042

281-752-0911

6.9 miles from Ad Building

SDi

5821 Southwest Freeway, Suite 110

Houston, TX 77057

713-523-9911

8.9 miles from Ad Building

Garcia Clinic (Hours: 8:00 am – 5:30 pm)

3749 Erie St, Suite C

Houston, TX 77017

713-643-6737

18.6 miles from Ad Building