

Alabama Department of Human Resources Office of Criminal History

DHR contracts with Fieldprint to provide criminal history checks through online applications and live scans of fingerprints.

There are two parts to completing the DHR Criminal History check

- Complete the online application.
 - Students are responsible for paying the **\$49.20 application fee.**
- Going in person to complete the live scans of fingerprints.

Step 1

- Select Schedule an appointment.
 - Create an account.
- Reason for Fingerprint you will select AL – Department of Human Resources DHR–affiliated Requesting Agency.
 - You will need to send the background check to
Bevill State Community College
Child Development Program
P.O. Box 800
Sumiton, AL 35148
 - Category
 - Volunteer Work
 - Additional Information
 - Internship

Step 2:

- Go in person to your scheduled appointment to complete the live scans of fingerprints
 - It will typically take 2-3 weeks for processing

For More Information

The DHR State Office of Criminal History may be reached Monday through Friday,

8:00 AM - 5:00 PM CST @ 334-353-5400.