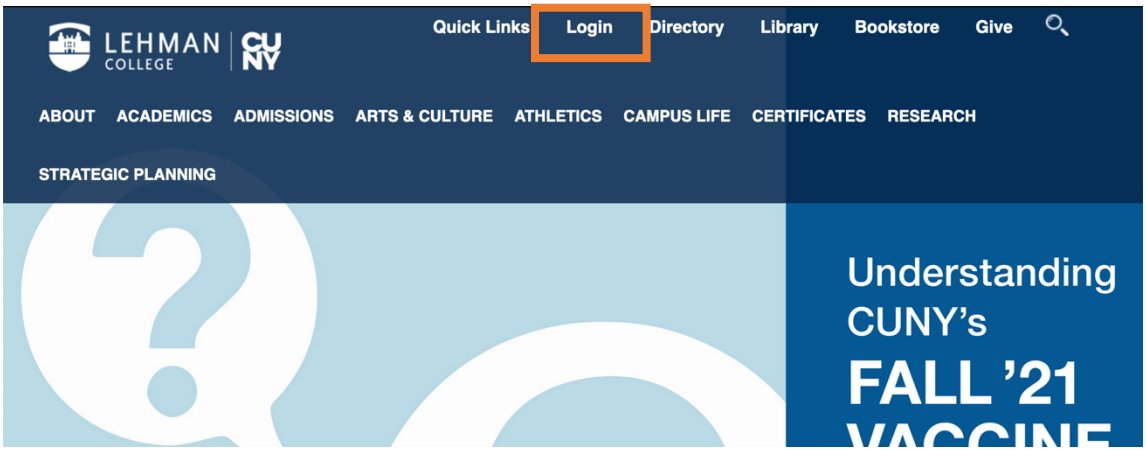
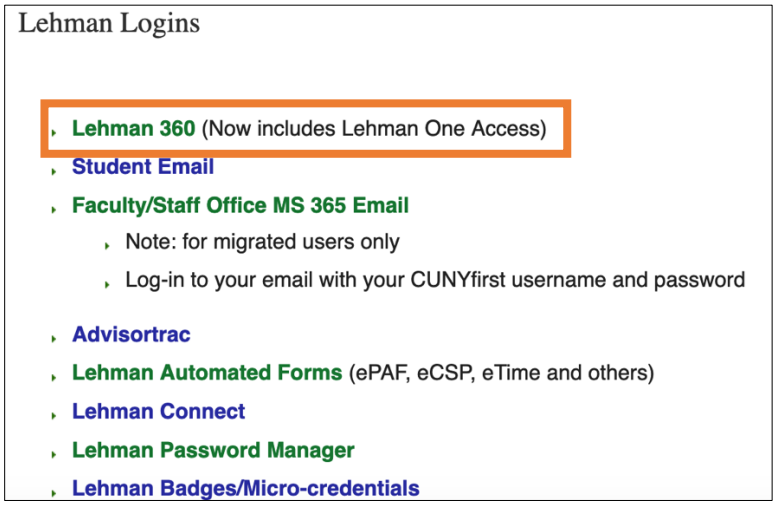
LEHMAN COLLEGE

Submitting NYCPS Fingerprinting Application in Lehman 360

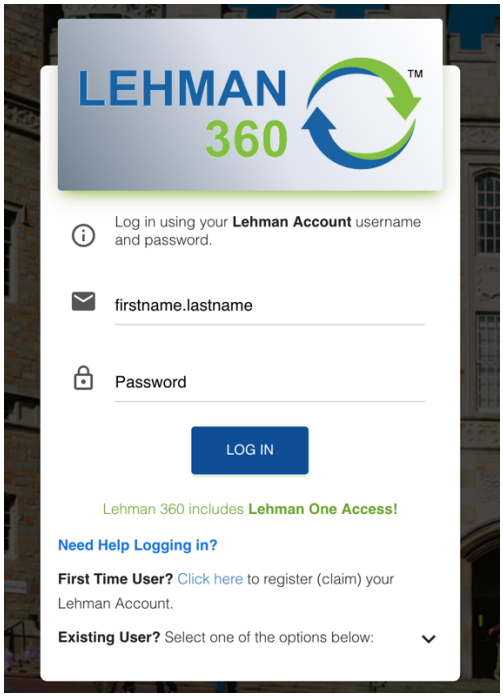
Go to lehman.edu > Login



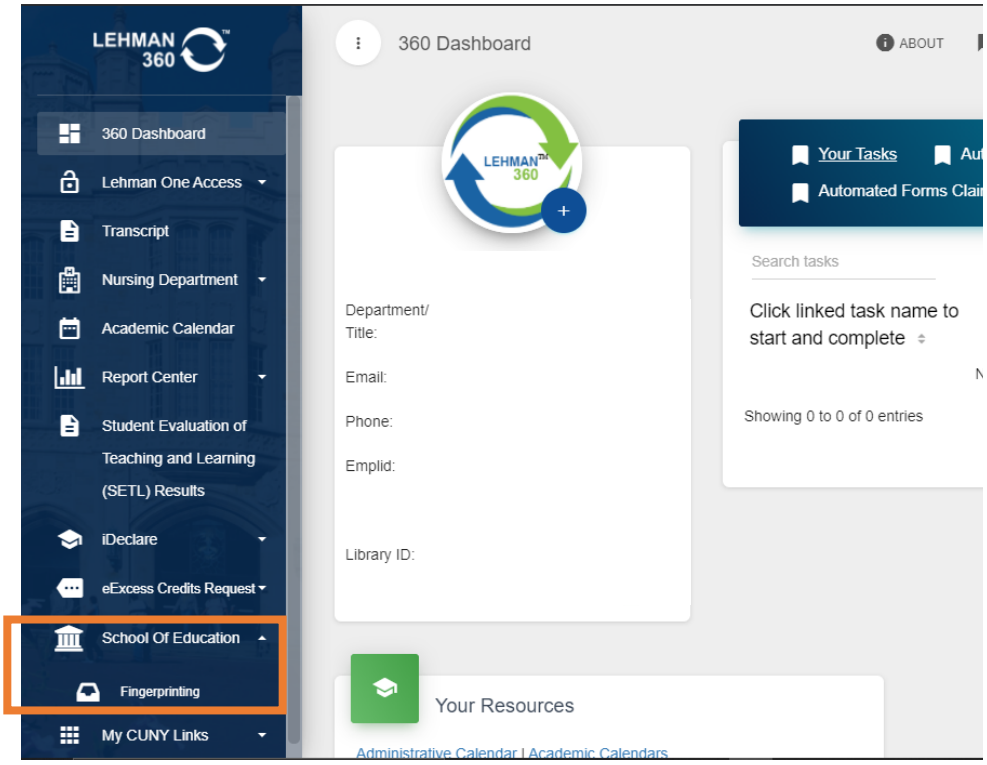
> Click Lehman 360



> Enter username and password (this is same login information used to access on-campus Wi-Fi) > Log In



> School of Education > Fingerprinting



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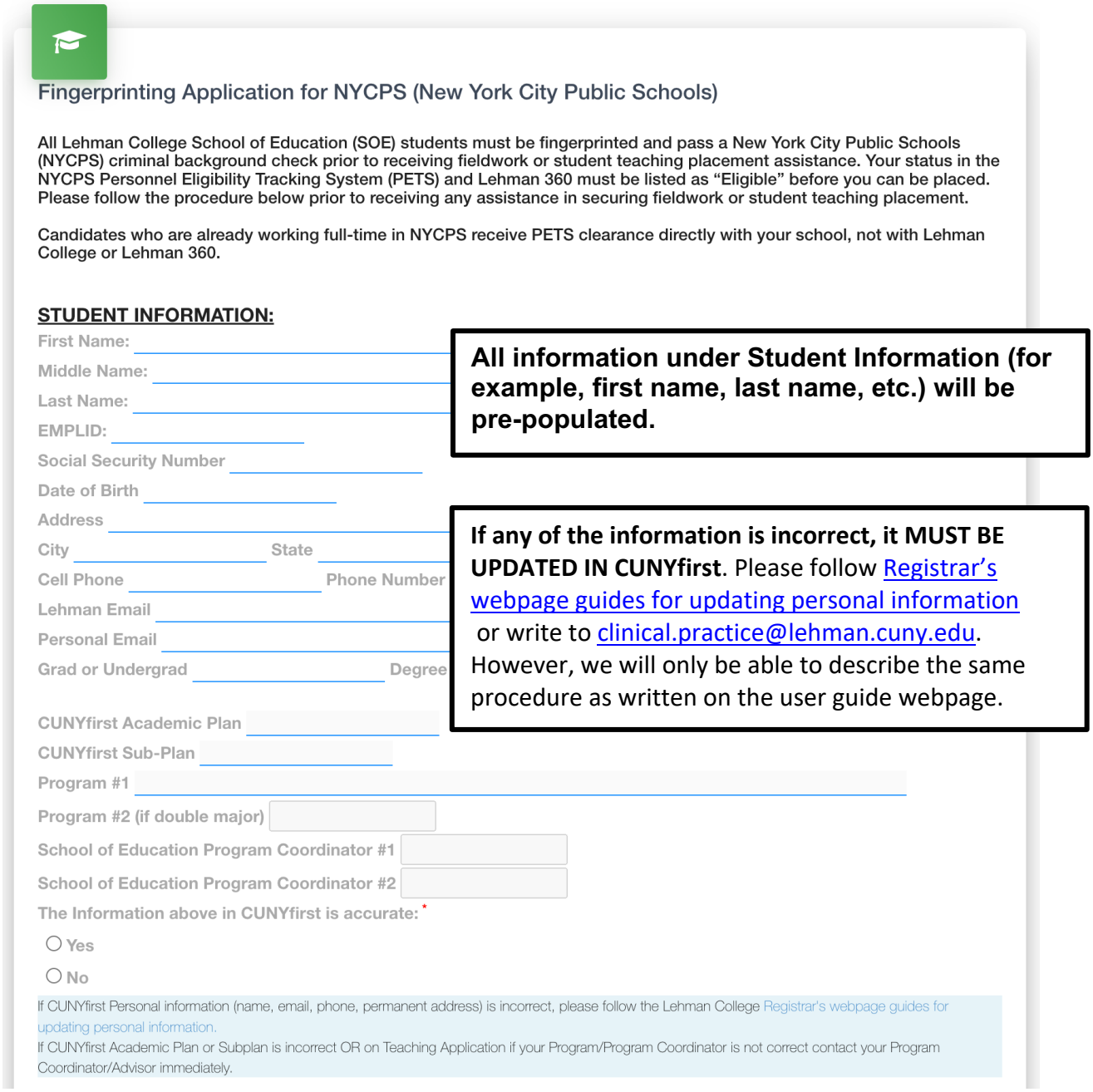
> Complete the Fingerprinting Application for NYCPS (New York City Public Schools)

> Answer remaining questions > Submit



Fingerprinting Application for NYCPS (New York City Public Schools)

All Lehman College School of Education (SOE) students must be fingerprinted and pass a New York City Public Schools (NYCPS) criminal background check prior to receiving fieldwork or student teaching placement assistance. Your status in the NYCPS Personnel Eligibility Tracking System (PETS) and Lehman 360 must be listed as "Eligible" before you can be placed. Please follow the procedure below prior to receiving any assistance in securing fieldwork or student teaching placement.

Candidates who are already working full-time in NYCPS receive PETS clearance directly with your school, not with Lehman College or Lehman 360.

STUDENT INFORMATION:

First Name:
Middle Name:
Last Name:
EMPLID:
Social Security Number
Date of Birth
Address
City State
Cell Phone Phone Number
Lehman Email
Personal Email
Grad or Undergrad Degree

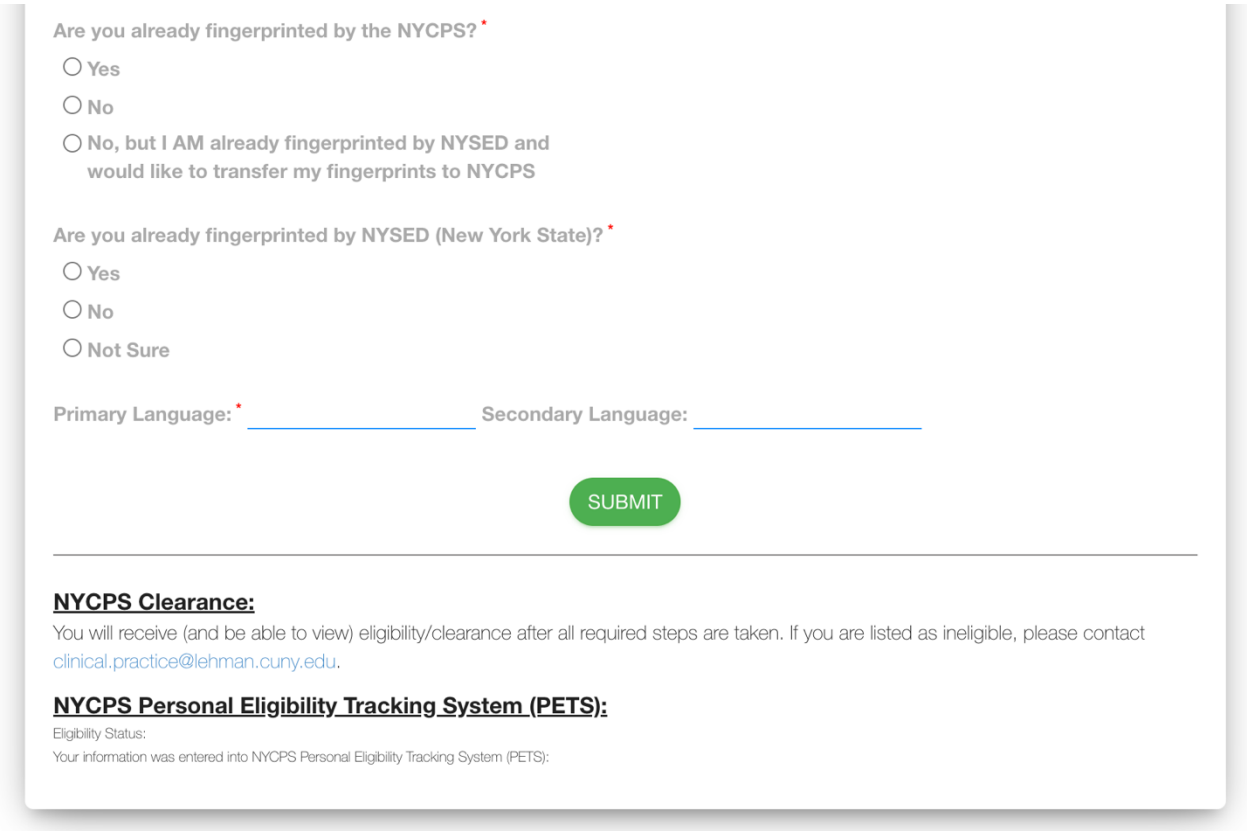
CUNYfirst Academic Plan
CUNYfirst Sub-Plan
Program #1
Program #2 (if double major)
School of Education Program Coordinator #1
School of Education Program Coordinator #2
The Information above in CUNYfirst is accurate: *

- Yes
- No

If CUNYfirst Personal information (name, email, phone, permanent address) is incorrect, please follow the Lehman College Registrar's webpage guides for updating personal information.
If CUNYfirst Academic Plan or Subplan is incorrect OR on Teaching Application if your Program/Program Coordinator is not correct contact your Program Coordinator/Advisor immediately.

All information under Student Information (for example, first name, last name, etc.) will be pre-populated.

If any of the information is incorrect, it MUST BE UPDATED IN CUNYfirst. Please follow Registrar's webpage guides for updating personal information or write to clinical.practice@lehman.cuny.edu. However, we will only be able to describe the same procedure as written on the user guide webpage.



Once you have submitted your application, your eligibility will be listed as “Pending”. You can check your updated status by logging into Lehman 360 > School of Education > Fingerprinting