



Finger Printing Instructions

PSI is offering Fingerprinting Services for the Idaho Department of Insurance. You may walk in during the designated times listed below. It will be on a first come, first serve basis. You **cannot** schedule an appointment.

The Fingerprinting Fee is \$70.00. *(This fee of \$70.00 must be paid with VISA, MasterCard, Company check, money order, or cashier's check ONLY. This fee includes the \$40.00 state processing fee and a \$30.00 PSI processing fee).*

*****Candidates must wear a mask while fingerprint. If you do not have a mask, you will be turned away*****

Person(s) accompanying an examination candidate may not wait in the examination center, inside the building or on the building's property. This applies to guests of any nature, including drivers, children, friends, family, colleagues or instructors.

In the event that severe weather or another emergency forces the closure of an examination site on a scheduled examination date, fingerprinting will not be available. You may check the status of the site's schedule by calling (855) 807-3999.

Boise - PSI

Tuesday through Thursday: 10am-11:30am

Westgate Plaza

1755 Westgate Drive, Suite 130

Boise, ID 83704

Take Exit 2 on I-184 for Curtis Rd. Head towards Fairview Ave. Turn left onto Fairview Ave and continue on this route. Between Cole Rd. and Milwaukee St., make a right turn onto N Westgate Dr. The destination is on the left.

Coeur d'Alene - Nexus

Hours of Operations: Tuesday & Thursday from 12:00 pm - 2:30pm

Site will be closed 12/27; 12/29; 1/3 and 1/5/2023

175 W Dalton Ave

Coeur d'Alene, ID 83815

From I-90, take exit 12 onto US-95 N/Lincoln Way, then turn right onto W Dalton Ave. Destination will be on the left. Look for business named "NEXUS".

Pocatello - Idaho State University

Hours of Operation Monday through Wednesday 10:30am-1:30pm

Site will be closed 12/15 - 1/9/2023

1001 S. 8th Ave-Graveley Hall South, Room 251

Pocatello, ID 83209

From I-15: Exit 69 Clark Street toward Idaho State U. Drive. West on E. Clark approx 1 mile, then left on S. 8th Ave. Cross Center Street and continue South 9 blocks to Martin Luther King Jr. Way. Turn right into parking lot and let parking attendant know you are testing, they will provide a parking pass. Park in Client and Patient Parking, directly behind test center. Test suite located in Graveley Hall. Walk around to front of building, go through campus facing doors, and turn right. Take elevator or stairs to second floor. Testing located in Room 251. Parking booth opens at 730AM. If you arrive early please wait for parking attendant for parking pass before proceeding to test center.

COVID-19 safety: Candidates are required to bring and wear a face mask to their testing appt and for the duration, staff may request temporary removal for check in process etc. Candidates without masks will be turned away.

Spokane PSI

Hours of Operation Tuesday thru Thursday 10am-11:30am & 1:30pm-3:30pm

920 N Argonne Rd, Suite 202

Spokane Valley, WA 99212

From I-90 E - Take exit 287 for Argonne Rd. Turn right onto Argonne Rd. After about ½ mile the building will be on the left. If you reach Broadway Ave, you've gone too far. The test center is on the second floor.

From I-90 W - Take exit 287 for Argonne Rd. Turn left onto Argonne Rd. After about ½ mile the building will be on the left. If you reach Broadway Ave, you've gone too far. The test center is on the second floor.

Once at the center, take the stairs or elevator to the second floor. Once there, take a left once you are in the main hallway. You will walk past the men's restroom on your left and through a doorway. Take another left and the PSI test center should be the first doorway on the left.

Twin Falls - The College of Southern Idaho

Hours of Operation Monday and Wednesday from 10am-2pm

Site will be closed 12/15 - 1/9/2023

315 Falls Ave

Twin Falls, ID 83301

Coming into Twin Falls from Interstate 84 cross the Perrine Bridge onto Blue Lakes Blvd. At the fourth stop light, turn right (west) onto Falls Avenue. Turn right (north) into College of Southern Idaho campus approximately 3/4 mile from Blue Lakes Blvd. Go straight to flag poles and turn left(west). The Meyerhoeffer/Library Building is two buildings west of the main entrance and sets behind Fine Arts Auditorium on right side of road. Testing Center is located on the second floor in Room 230. Parking is available directly in front of the building.

Coming into Twin Falls from Nevada (Highway 93) merge onto Highway 30 heading east continue to second stop light and turn left (north) on Washington Street N. Continue past second stop light and turn right (east) into college. Go straight first building is the Meyerhoeffer/Library Building and Testing Center is located on the second floor in Room 230. Parking is available directly in front of the building.