



Texas Medical Association

Mobile Print Event Pre-Enrollment Instructions

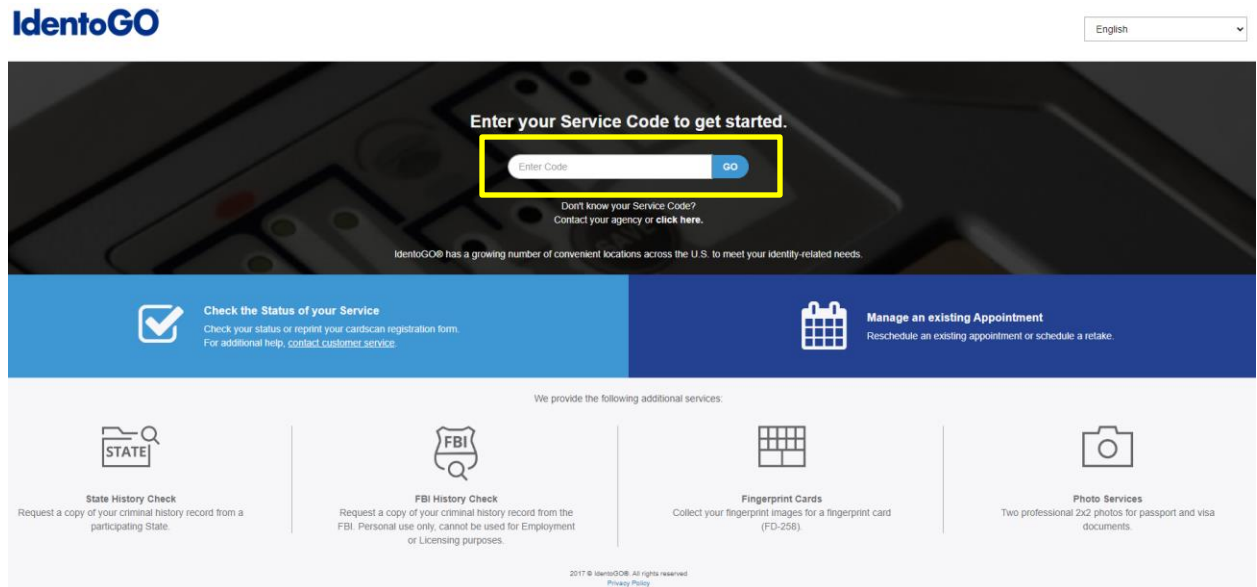
IDEMIA will be onsite May 2-4, 2024, to provide fingerprinting services during the Texas Medical Association event. All applicants seeking to complete their fingerprinting requirement must complete a pre-enrollment. The below instructions will guide you through that pre-enrollment process.

Basic Steps for Mobile Print Event Pre-enrollment:

1. Go to [UEnroll.identogo.com](https://uenroll.identogo.com).
2. Enter Service Code 11G62J
3. Complete all required fields.
 - a. **You will need to have your Board Issued ID Number which starts with MB- followed by 6 digits.**
4. Enter your Special Access Code **SP-TMA** on the Location selection screen in the 'Search for an Enrollment Center by Postal Code, City and State, or Airport Code' field.
5. Please retain your UEID (Universal Enrollment Identification number) as it will assist the Enrollment Agent in accessing your pre-enrollment on the workstation.
6. A payment of \$38.25 is due at the time of service. We accept all major credit cards (convenience fee will be applied) and money orders. No checks or cash will be accepted.

Please review the following pages for more detailed instructions regarding the Mobile Print Event Universal Enrollment Platform Pre-Enrollment process.

1. Visit <http://uenroll.identogo.com> and enter Service Code **11G62J** and click GO button.



2. The next screen is where you are going to select that you would like to schedule or manage an appointment.



3. Complete all required fields and click 'Next' button.

IdentoGO

11G62J - Texas Board of Medical Examiners

Essential Info > Additional Info > Citizenship > Personal Questions > Personal Info > Address > Documents

* Required Fields

Please enter your information below (letters, spaces, hyphens (-), and apostrophes (') are allowed in name fields). Then click 'Next' to check the status of your service or 'Cancel' to exit.

Name / Method of Contact UE ID / Date of Birth

Notes:

- Important! You must finish the registration process to be fingerprinted. You will receive an email or confirmation number when registration is complete.
- Legal Name must match exactly on all identification documents brought to enrollment.
- Remember the phone numbers and/or email address provided below, as they will be used to retrieve your information during your in-person enrollment.

Legal Name

* First Name * Middle Name (or NMN if no middle name)

* Last Name Suffix

-- Choose One --

Date of Birth

* Date of Birth * Confirm Date of Birth

mm/dd/yyyy mm/dd/yyyy

* Method of Contact

* Email * Confirm Email

Country Code * Phone 1

United States Phone 2

Country Code

United States

* Preferred Method of Contact

Email

4. Enter your Board Issued ID Number and click the 'Next' button

IdentoGO

English

11G62J - Texas Board of Medical Examiners

Essential Info > Additional Info > Citizenship > Personal Questions > Personal Info > Address > Documents

* Required Fields

Please enter your information below. Then click 'Next' to continue or 'Cancel' to exit.

Agency Identifiers

* Board Issued ID Number (starts with MB- followed by 6 digits)

5. On the Location screen, enter Access Code SP-TMA then click 'Search'

IdentoGO English

Sample Service Code – Sample Agency

Address Documents **Location** Date and Time

* Required Fields

Enter a Postal Code, City, Airport Code or Special Location Access Code to 'Search' for a location to schedule your appointment. After selecting a location, click 'Next' to continue or 'Cancel' to exit.

Note: Your registration is not yet complete. You must select a location, as well as a date/time on the following pages prior to receiving your appointment confirmation.

Search for an Enrollment Center by Postal Code, City and State, or Airport Code. Number of Results: 5

Use My Location **Search**

• Here's a section of public web for special, including emergency, messages

Cancel **Back** **Next**

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6. Select your Location and click Next.

IdentoGO English

Sample Service Code – Sample Agency

Address Documents **Location** Date and Time

* Required Fields

Enter a Postal Code, City, Airport Code or Special Location Access Code to 'Search' for a location to schedule your appointment. After selecting a location, click 'Next' to continue or 'Cancel' to exit.

Note: Your registration is not yet complete. You must select a location, as well as a date/time on the following pages prior to receiving your appointment confirmation.

Search for an Enrollment Center by Postal Code, City and State, or Airport Code. Number of Results: 5

Use My Location Search

Here's a section of public web for special, including emergency, messages

Cancel Back **Next >**

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7. On the Date and Time selection screen, please select the date available and choose your appointment time.

Sample Service Code – Sample Agency

Documents Location **Date and Time**

* Required Fields

Select a preferred date and time for your appointment at the specified location. Then click 'Submit' to confirm or 'Cancel' to exit. If you are unable to make an appointment for the available times or all appointments are booked, click the 'Back' button below, to select another location.

Appointment Date and Time (first available displayed by default)

Select Date Select Time

-- Choose One -- -- Choose One --

Next >

Your Mobile Print Event pre-enrollment is now complete. You can print this form and bring to your appointment or retain your UEID from the Service Details section and bring it to your appointment.

Service Summary

Service Code – Agency Name [Print Status](#)





Status as of 3/7/2018

Pre-Enrolled
You have successfully pre-enrolled.

Service Details:

Date:	Date pre-enrollment updated
UE ID:	Sample UE ID
Applicant:	Applicant Name
Service:	Service Code – Agency Name
Estimated Amount Due:	Estimated Amount Due

Note: Estimated Amount Due is an estimated total, based on selected services and the scheduled appointment time and location. If paying by business check or money order at the scheduled appointment time and location, the total above accurately reflects the Amount Due. This total does not include any credit card convenience fees, changes to applicable sales tax if enrolling outside the state of Texas, or additional purchases made during the appointment. If you have additional questions about the total amount due, please call our Customer Service team at 855.845.7434.

We accept the following methods of payment:
Authorization Code, Business Check, Money Order, Credit Card    

Credit Card payments may be subject to a service fee of up to 2.1%.

Important!
YOU WILL BE REQUIRED TO BRING THE FOLLOWING DOCUMENTS TO YOUR ENROLLMENT.
Legal Name must match exactly on all identification documents brought to enrollment.

1. Passport Book or Card

Service Code – Agency Name

Appointment City Sample Address Sample City, State, Zip Code	Appointment Time: Appointment Date and Appointment Time
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[View Map](#)

Please provide 24 hours notice when canceling/rescheduling an appointment.