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- **Step 1** – call [330-336-5509](tel:330-336-5509) and ask for Shelley Gospodinsky to make an appointment.
  - **Step 2** – please bring your driver's license and know your social security number.
  - **Step 3** – the cost is \$35.00 for BCI and \$40.00 for FBI, payable by cash, check or major credit card. If the school or company is paying for it please let us know and we will bill the school or company.
  - **Step 4** – the results will be mailed, please have an address where the results needs to be sent.