CRIMINAL BACKGROUND

WQXJGLHQQHWMHGWWLQJV

6HFRQGWKHPDDOHUWWXGWHQWLVVXHV

WKHPDWVXEVHTXHQWFKHEULWRWLQWKHFKRVHLQG

7KHDUHWKUHSHWLRQPSOHWKLQJTXLUHPHQW

2SWLRQRYDLGHSRFXUUHGQXFDWRUWKHURIHVVLRQLFQDOKHTXDUHGFHVVIXO

FULPEQDDJURXQGN 3VOXEDLFSWR :68ROOHJHSOLWGLHV E\ID[DW

RUHPDLO MR#GZ\LFKLWDQHGX

2SWLRQRYDLGHSRIUHFEQWNJURXQGZDVWKHOLG $IWV\RUHPSOR\HU

UHTXLUH3PHQWXEPDLFWRSW:68 &ROOHJHSOLWGE\ID[RU

HPDLO MR#GZ\LFKLWDQHGX

2SWLRQDOL6GFUHWHQRQXW6RQWLWHDOLFLQDEQFNJURXQGSURUP ZLWK

SD\PHQWWR FRPSOHWH WKLV SURFHVV IROORZ

1. Go to the secure link: https://www.ejobapp-validityscreening.com/p/wsu3256
2. You will need to create a New User account by client link in the upper right hand corner (previous credentials will not work for this updated site)
3. Create a User Registration by completing the required fields and clicking SAVE ðÀ!… Àu"èÒK&Ea(ÇQ&

confirmation box, click NEXT (bottom right)

4. Complete the Disclosure and enter your signa

box, click NEXT (bottom right)

5. Complete the required fields in the Authoriza

the electronic signature box, click NEXT (bottom

6. Complete Credit Card payment options (AME

i. 7KLV FRVW LV WKH VWXGHQW V UHVSRQVLELOLW\

ii. Receipt of payment will be emailed to you once submitted B B B B B B B B B B B B B B B B B B

7. Schedule Drug Test (if necessary, you will be prompted to select location)
8. Select SUBMIT to complete application

* Your results will not be released to your institution until you successfully submit your request and payment to Validity.

Results will be forwarded to Wichita State University. Instructions on how to access your completed report via your profile page will also be sent via email once your profile has been submitted.

If you have any questions please feel free to contact &O6DWROGW at (316) 978- or FODVWROGW@wichita.edu. You may also contact Validity Screening Solutions with technical questions 913.322.5995, toll-free at 866.920.5995 or via email at students@validityscreening.cRP