

Background Request Form

To: Corporate Screening
Fax: 888-815-4567
Phone: 800-229-8606

Cuyahoga Community College Health Careers & Nursing

Check one:

- Metro campus - Barbara Mikuszewski
- Metro campus (nursing) - Irene Meyer
- West campus - Sandy Robinson
- East campus - Lisa Jozwiak
- Faculty Background – Stephanie Weaver

Program: _____

Name: _____

SSN: _____ DOB(if available) _____

Address: _____ City: _____ State: _____ Zip: _____

Drivers License Number: _____ State: _____
(for MVR Requests Only)

Your Contact info (CSS may need to contact you during the course of your background):

- Tri-C Student Background (continual OH residence for the last 5 years)**
 - Social Security Number Trace
 - Social Security Number Validation
 - CSS CrimeSweep OH (All Names/Counties) (7 year)
 - CrimeSweep National Criminal Record Search
 - BCI&I Fingerprint \$85.00 (includes any fingerprint research fee)
- Tri-C Student Background (without continual OH residence for the last 5 years)**
 - Social Security Number Trace
 - Social Security Number Validation
 - CSS CrimeSweep OH (All Names/Counties) (7 year)
 - BCI&I Fingerprint
 - FBI Fingerprint \$94.00 (includes any fingerprint research fee)

Please bring with you:

- Background Request Form (this form)
- State issued photo ID
- Disclosure Form (supplied by CCC)
- Pay for background (students only – bill school for faculty)

Payments must be made by Credit Card (Visa, MC or American Express accessed), **or**
Certified Check / Money Order payable to: Corporate Screening Services, Inc.

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