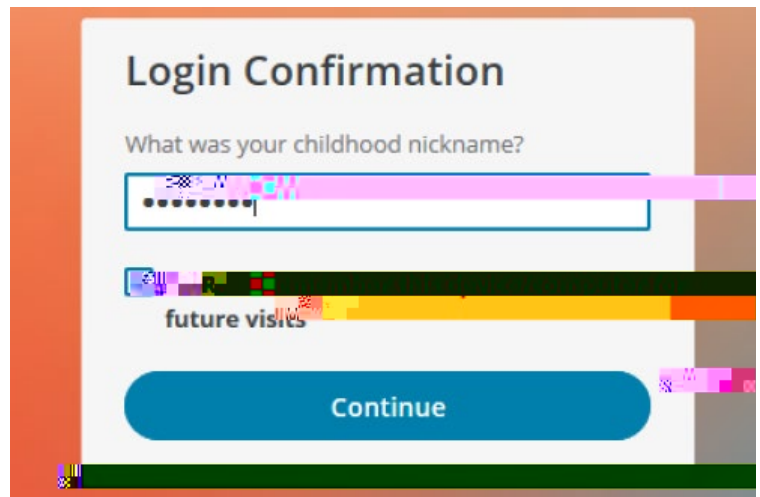
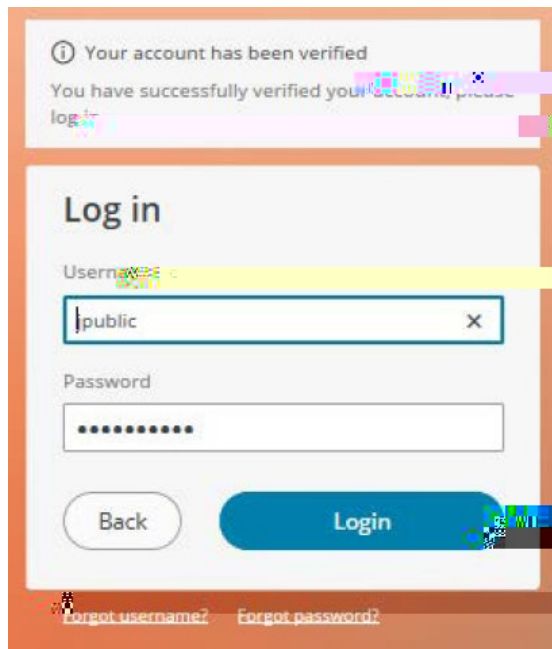


Background Recheck Instructions

ALL APPLICANTS who are not currently employed in the school or district that they in



2. After successfully logged into your account, you will be prompted to enter an ApplicationStation Code. **The code for your Initial Check is UPWCUEDUSTUDRECHECK.**



3. Once the ApplicationStation Code is entered you will begin at the application.
4. The recheck background investigation consists of the search components listed below. All records are searched by primary name and AKAs (also know as/maiden names/aliases), a primary address, and ALL addresses lived within the last seven years.

- a. Social Security Number
- b. North Carolina Criminal Search
- c. County Criminal Records – all counties of residence lived outside of NC in the past 7 years.
- d. Federal Criminal Search
- e. National Sexual Offender Registry Search
- f. OIG/EPLS Search

Self-Disclosure Agreement

Students are responsible for self-disclosure of any charges accumulated after their initial background check. New charges should be reported to the Director of Field Experiences **within 72 hours** of the incident or students risk losing the clinical practice placement or being removed from the Teacher Education Program.