

CRIMINAL BACKGROUND CHECK POLICY AND PROCEDURE

Policy Statement:

The curriculum at the University of Mobile requires that each student have a background check completed prior to beginning their nursing courses so that the School of Nursing can certify to clinical agencies where students practice that each student has had an acceptable background screen. Secondary to this, acceptance into the nursing program at the University of Mobile is conditional pending a negative background check. Admission will be withdrawn for any student who fails to authorize a background check, and, after review by the program and consultation with the applicant, admission may also be withdrawn based on the findings of the background check.

Procedure for Criminal Background Check:

Students will be required to follow the procedures established by the School of Nursing. The background check will be conducted by an independent agency, Core Screening, using established methods and procedures. Core Screening will notify the Dean when the results of the check become available. The original reports will be kept confidential with the Dean of the School of Nursing.

Submission:

It is the responsibility of the student to register and pay for the background check. **This should be completed no later than 2 weeks prior to the start of classes.** Instructions on how to do this will be sent via email by Core Screening. Please follow the instructions carefully and call the company directly if you have any questions regarding this process. Progression through the program is pending clearance of the background check, and you will not be allowed to start classes if this has not been completed.

****The below acknowledgment regarding background screening policy can be electronically signed in Magnus and does not require notarization****



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STUDENT'S ACKNOWLEDGMENT AND CONSENT**

I, _____, have read the University of Mobile School of Nursing Criminal Background Check Policy and Procedure, and understand that as a precondition to assignment to or placement with any affiliating clinical agency. By my signature below, I hereby give my complete and voluntary consent to have a Certified Criminal Background Check as required by the School of Nursing.

I understand that pursuant to the School of Nursing's policy, an unfavorable Certified Background Check or refusal to submit to a Certified Background Check may result in dismissal from the program that I am enrolled in. I understand that I may be subject to additional Certified Background Checks while enrolled in the School of Nursing. Any adverse finding may result in dismissal from the School of Nursing.

I understand that I must be compliant with the Criminal Background Check Policy and Procedure and once enrolled, I must disclose any legal or criminal convictions and/or arrests within a three (3) day time period.

This notarized document constitutes my consent for a Certified Criminal Background Check by a School of Nursing designated vendor. It also constitutes consent for the vendor to release the results of my Certified Criminal Background Check to the Dean of the School of Nursing and for the Dean to release my background information as required to any clinical agency where I am assigned.