



## CertifiedBackground.com

### Student Instructions

#### Background Check Required

##### Southwestern Adventist University (Education)

The above organization requires that each student purchase a background check through CertifiedBackground.com.

#### About CertifiedBackground.com

CertifiedBackground.com is a background check service that allows students to purchase their own background check. The results of a background check are posted to the CertifiedBackground.com website in a secure, tamper-proof environment, where the student, as well as the organizations can view the background check.

To order your background check from CertifiedBackground.com, please follow the instructions below.

#### Instructions

1. Go to [www.CertifiedBackground.com](http://www.CertifiedBackground.com) and click on "Students."
2. In the Package Code box, enter package code: OT02
3. Select a method of payment: Visa, MasterCard or money order.

Letter O and Letter T  
Number 0 (zero) and Number 2 (two)

Once your order is submitted, you will receive a password to view the results of your background check. The results will be available in approximately 48-72 hours. Once your background check is complete, please provide your organization with the password in order to share your background check results.

#### Notes

There are no additional charges to this package.