THE UNIVERSITY OF TENNESSEE
HEALTH SCIENCE CENTER

COLLEGE OF MEDICINE

CRIMINAL BACKGROUND CHECK INSTRUCTIONS

College of Medicine Admissions Office
910 Madison Building, Suite 1043 | Memphis, TN 38163
t 901.448.5559 | f 901.448.1740

The University of Tennessee Health Science Center (UTHSC) requires background checks for all students entering programs in the Health Sciences. This is to ensure a safe clinical environment for both students and the public and to meet the contractual requirements of area healthcare facilities.

UTHSC has worked with Verified Credentials, Inc., to establish an acceptable screening procedure. **Students must submit a criminal background check in order to matriculate.**

PLEASE FOLLOW THE DIRECTIONS BELOW FOR SUBMITTING YOUR APPLICATION TO VERIFIED CREDENTIALS.

- Access website: **scholar.verifiedcredentials.com/uthsc**

- Enter Program Code below.

PROGRAM NAME	CODE
College of Medicine	PPCRY-72797

- Create an account or if you already have a QualifiedFirst account; log back in as a "returning user" and enter the code.

- Enter all required information.

- Complete and sign disclosure.

- **Review** information, make payment selection and submit order.

PAYMENT CAN BE MADE BY PERSONAL CREDIT CARD, DEBIT CARD OR PAYPAL.

Additional Payment Choices

You may also use a prepaid credit card as long as it is MasterCard, Visa or Discover. Make sure that there is enough value on the card to cover any handling charges incurred for use of the prepaid card, as well as, the cost of the background check.

Upon completion of the report, you and The University of Tennessee Health Science Center (UTHSC) will be notified. If any information is found that would negatively affect your eligibility for a Health Sciences program, you will be given an opportunity to challenge the information through the Adverse Action process associated with Verified Credentials.

If you have any questions on the background screening process or results, please contact Verified Credentials Client Services at 800.938.6090.

It is important that you submit information in a timely fashion. Thank you for your prompt attention to this request.

INFORMATION SUBMITTED BY VERIFIED CREDENTIALS