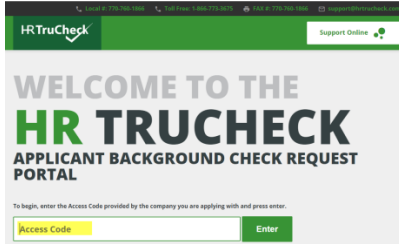
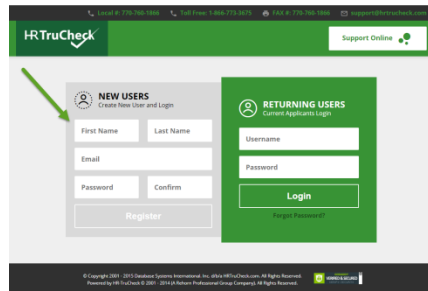


- Login to [https://background.hrtrucheck.com/br\\_login.php](https://background.hrtrucheck.com/br_login.php)
- Enter the access code \_\_\_\_\_ and Click Enter (case sensitive and no spaces)

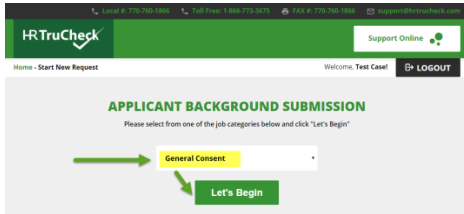


Admissions: **Bobcatadm**  
Housing: **Bobcatden**  
EDUC students: **Bobcatedu**

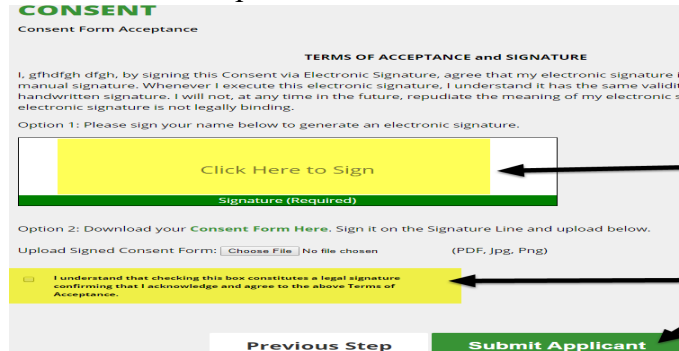
- Enter First and Last name, Email address and a 6 digit password of your choice under **New Users**



- Click **Register**
- Click the **Start New Request** Box
- Click **General Consent** and **Let's Begin**

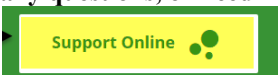


- Fill out all boxes in the **Personal Information** section and click **Next Step**
- Follow each step and fill out any information that pertains to that section such as maiden or alias names and previous addresses. If no information pertains to a certain field, simply click **Next Step**
- **Review Information Entered** and Click **Next Step**. If you need to make any changes click the **Previous Step** button and correct the information and resume by clicking **Next Step**
- Sign your name in the **Electronic Signature** box and click the box to agree you understand the Terms of Acceptance.



- Click **Submit Applicant**
- **Your Information has been Submitted** screen will appear.

If you have any questions, or need help, please contact HR TruCheck at 866-773-3675 or email us, [support@hrtrucheck.com](mailto:support@hrtrucheck.com)

our use the  tab to chat with a live Background Specialist.