



students.hrtrucheck.com

Support Online

Why you are here: You are consenting to a background check to be performed by HRTruCheck, Inc., an approved background check vendor for Middle Georgia State University.

What does this mean? A complete criminal background search will be conducted and the results provided to Middle Georgia State University exclusively.

This Background Check could include any or all of the following searches requested by Middle Georgia State University:

- 1- Statewide Criminal
- 2- Sex Offender
- 3- National Criminal Search
- 4- Social Security (Address Verification)

What will the Cost Be?

For a single name:

Statewide (GA) – \$8.00

Sex Offender – \$2.50

National Database Search – \$4.00

Social Security Trace - \$1.00

Total + \$15.50

In most cases, the amount above is correct, however if you have an Alias or Maiden name in the last seven years, you will need to provide it during submission. Charges do apply for additional names.

Will you have to provide your Social Security Number? Yes. These searches are based on name, but we require this information to positively verify that any search results pertain to you. These "identifiers" include SSN, DOB, address, race, and sex. We will also be running a social trace.

Note: HRTruCheck.com will NEVER Share or Release any of your Confidential Information.

What is a Consent Form? This is an automatically generated form that you will need to approve by E-Signature (Electronic Signature). The University of Georgia will not proceed with your application without the consent form. This gives us permission to pull your criminal or driver's history records from any Federal, State or Local Authority. This form is required by the Fair Credit Reporting Act.

What is Fair Credit Reporting Act - FCRA? The act that regulates the collection of credit information and access to your credit report. It was passed in 1970 to ensure fairness, accuracy and privacy of the personal information contained in the files of the credit reporting agencies. It requires that any person or entity requesting your report must demonstrate a permissible purpose for the information before it is released.

It also designates the Federal Trade Commission (FTC) as the enforcement authority for the provisions of the act.

[View the official FCRA Document Here](#)

How do I begin? Go to background.hrtrucheck.com > Pick Middle Georgia State University (SOE) from the drop down box and click Enter > Register your name, email address and create a password and click Register > Start New Request > Follow prompts to the payment page > Submit

What happens now? HR TruCheck, Inc. will process your request and send the results to MGSU within 24 hours. If you need a copy of your report you must contact HR TruCheck at the below number or email.

Refund Policy

All sales are final. HRTC is not responsible for accuracy as we are the reporting agency only. Any errors or omissions should be reported to the agency/company where the information originated. If you have a problem using the web site, please email or call your respective Agency to discuss possible actions and/or corrections on your account.

Contact:

**HR TruCheck, Inc.
3525 Highway 138 SW
Stockbridge, Ga. 30281
Hours: 8am – 5pm
Phone: 770.760.1866**

Email: support@hrtrucheck.com