



Guidelines for Background Check

Background checks for BCI and FBI must be completed. The Stark State College Security Office has shared this message:

Due to our continued efforts to keep our students and employees safe from the spread of COVID-19, we are TEMPORARILY canceling current appointments and not accepting new appoints for background checks until further notice.

In the interim, applicants may have the background check completed off campus.

We appreciate your understanding during this temporary shutdown. We will inform you via the safety and security website when we will begin scheduling appointments again. **Once we begin scheduling appointments again, students will be expected to use the Stark State Agency for processing all background checks.**

Alternative agency options:

Confidential Solutions – call for an appointment
395 E. Tallmadge Avenue
Akron, Ohio 44310
330 253-5188

Other options can be found at: <https://www.ohioattorneygeneral.gov/Business/Services-for-Business/WebCheck/Webcheck-Community-Listing>

If you choose to get your background check completed at another agency, please follow these guidelines.

- ❖ Inform the operator completing your background check, that the **reason code for fingerprinting is 4723.09 and the results need mailed to:**

Stark State College Campus Security
ATTN: Diana Tsenekos
6200 Frank Ave NW
North Canton, OH 44720

- ❖ Complete the attached form and return it to Diana Tsenekos dtsenekos@starkstate.edu (scan the document and send via email or mail it in). Please keep in mind the mailing time of 7-10 days or 30+ days (if you have a felony or misdemeanor in your background) when completing your check.
- ❖ Once the SSC Security Office has received your official results, you will receive an email. **That email must be submitted with your PN application.**