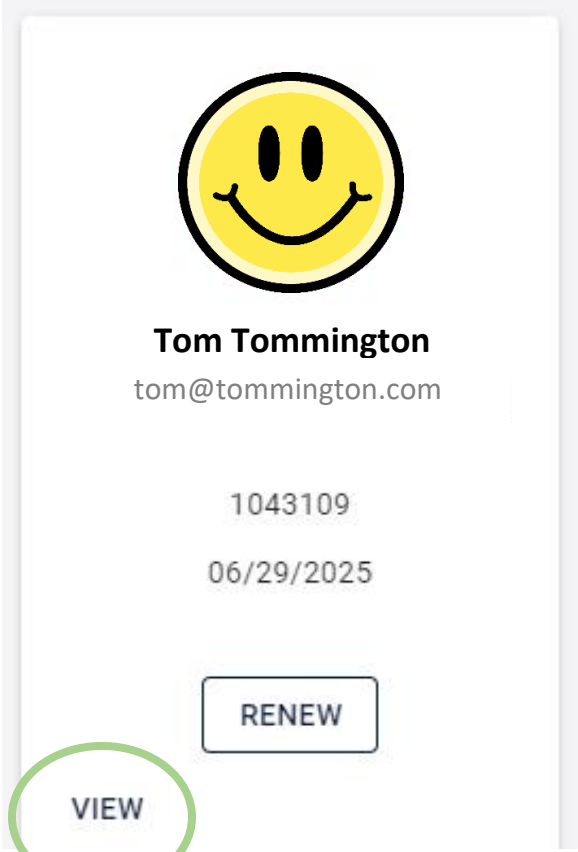
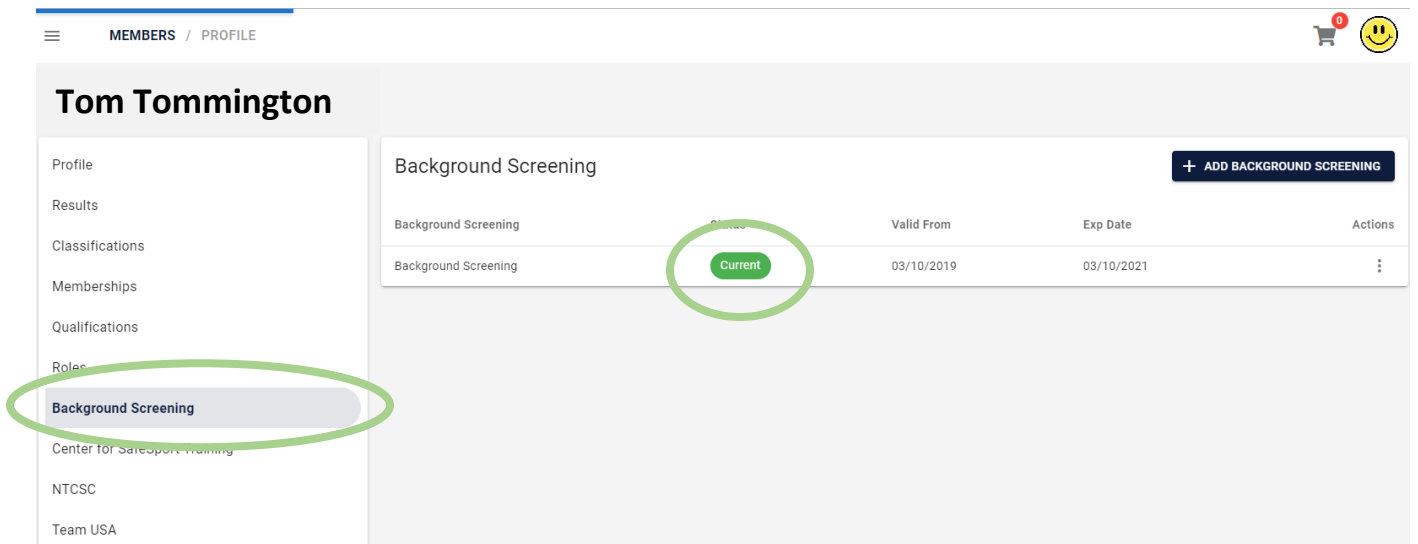


1. Click the VIEW button.



A user profile card for Tom Tommington. At the top is a yellow smiley face icon. Below it, the name "Tom Tommington" and email "tom@tommington.com" are displayed. Further down, the ID "1043109" and expiration date "06/29/2025" are shown. At the bottom right is a "RENEW" button. At the bottom left, a "VIEW" button is circled in green.

2. Click the Background Screening button on the left. Then click the green Current button.



A screenshot of a web application interface. The top navigation bar shows "MEMBERS / PROFILE" and a shopping cart icon with a red notification badge. The main content area is titled "Tom Tommington". On the left is a sidebar menu with items: Profile, Results, Classifications, Memberships, Qualifications, Roles, Background Screening (circled in green), Center for Salesperson Training, NTCSC, and Team USA. The main content area has a "Background Screening" section with a "+ ADD BACKGROUND SCREENING" button. Below this is a table with columns: Background Screening, Status, Valid From, Exp Date, and Actions. The table contains one row with "Background Screening", "Current" (circled in green), "03/10/2019", "03/10/2021", and a vertical ellipsis icon.

Background Screening	Status	Valid From	Exp Date	Actions
Background Screening	Current	03/10/2019	03/10/2021	⋮

3. Change the background screen type to Background Screening. Then click NEXT through all the questions.

Additional Information
Disclosure
Disclosure Questions
Consent
Rights
Acknowledgment

Status: **CURRENT**

Number: 1230

Background Check Type: Background Screening - Manual Addition - Background Screening

Valid From: 03/10/2019

Exp Date: 03/10/2021

Background Screening Renewal Details

Please Note: Any additions/edits you make in this section of the form will only take effect once you've completed the form and checked out if payment is required... [Select to see details and price.](#)

Background Check Type *
Background Screening - ... x

Cost
Background Screening

Renewal Period
Background Screening (USAS)

Approval Information
Background Screening - Manual Addition
I display as 'Pending Approval'. This is because one of our administrators is required to check the validity of this item before approving the request to add it to your profile. Upon conclusion of our checks, the items status will change to either 'Complete' or 'Incomplete'. In cases where applications are unsuccessful (displaying an 'Incomplete' status), please use the support feature for more information.

1/7

NEXT

START AUTO RENEWAL SAVE RENEW

4. Click the RENEW button when you've completed all the questions and it will send the purchase to your cart in the top right hand corner. Then, purchase the background screen and wait for your results.

