



Alumni/Community ID Card Application Form

Alumni/Community who wish to attain a Wilmington University ID Card (**FOR LIBRARY USE ONLY**) must complete the form below and the background application. The link for background checks are listed below. Questions regarding the Alumni/Community ID Card Application Form should be directed to, mark.-daniels@wilmu.edu. Incomplete forms will cause a delay in processing. Upon receipt of the application form and background information, your application will be reviewed by the Wilmington University ID Card Committee. You will receive notice regarding the status of your application within thirty (30) days of receipt of the completed background check.

Please mail completed form:

Wilmington University Department of Safety
320 North DuPont Highway
New Castle, Delaware 19720
c/o: Dennis Craighton, Department of University Safety

Wilmington University has partnered with Verified Credentials (QualifiedFirst) in order to provide background checks. The cost of the service is approximately \$50.00. Applicants are responsible for the initial cost of the background check.

Approved applicants (**ALUMNI ONLY**) will be reimbursed for the cost of the background at the conclusion of the process. Alumni please attach a copy of the receipt to the application for reimbursement.

To access QualifiedFirst click on the link, <http://scholar.verifiedcredentials.com/wilmu>. Enter code, **HJWFG-48334** located above the “GET STARTED” button on the right side of the page. If you have questions regarding the background check, please call 800-938-6090, or email ClientServices@verifiedcredentials.com

(Place and “x” to identify Alumni or Community): ALUMNI_____ COMMUNITY_____

Name	
Address	
SSN#	
Telephone Numbers	
Email Address	

Have you ever been convicted of a felony? If more than one, please list in order with most recent first.

Charge (Arrested)	
Charge (Plea)	
Date of Arrest	
Explanation of Circumstances	
City and State of Arrest	

Have you ever been convicted of a crime involving weapons, drugs, domestic violence, or hate crimes? If more than one, please list in order with most recent first.

Charge (Arrested)	
Charge (Plea)	
Date of Arrest	
Explanation of Circumstances	
City and State of Arrest	

Are you currently on probation? Yes ☐ No ☐

Contact information for probation officers (past or present)	
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Last Updated

11-10-2015