CRIMINAL RECORDS CHECK
Select Xavier University students, in order to participate in clinical experiences at off-campus sites, must meet documentation requirements specified in Xavier University’s contracts with those sites. In addition to health-related documentation, ALL BSN SENIORS, MSN MIDAS STUDENTS AND FIRST YEAR FAMILY NURSE PRACTITIONER STUDENTS ARE REQUIRED TO GET FINGERPRINTED AND HAVE A CRIMINAL BACKGROUND CHECK, BOTH BCI AND FBI, PRIOR TO THE START OF CLINICAL COURSES AND ANNUALLY THEREAFTER WHILE IN THE PROGRAM.

We highly recommend that your background check and fingerprinting be obtained at the Xavier University Campus Police Office to ensure proper processing. The Xavier Campus Police Office is in Flynn Hall (the flat-roofed single-story building on Cleneay/Herald near the Cintas Center entry drive).

POLICE WILL DO FINGERPRINTING, New Hours beginning August 1, 2016:
Mondays 1:00-4:00
Tuesdays 9:00-12:00 and 2:00-5:00
Wednesdays 9:00-12:00
Fridays 1:00-5:00

Excluding home basketball game days, Manresa, and holidays.
Bring your driver’s license and XU ALL CARD. There is a charge of $60.00.

Make sure the police request that your report is to be sent to:
Xavier University School of Nursing
Attn: Dr. Susan Schmidt
3800 Victory Parkway
Cincinnati, OH 45207-7351

AND, IF YOU ARE A BSN OR MIDAS STUDENT, ADVISE THE POLICE TO ALSO HAVE YOUR REPORT SENT TO:
Ohio Board of Nursing
17 South High Street Suite 400
Columbus, Ohio 43215

When should I get my background check?
BSN Seniors and Year 2 MIDAS: August. It will then still be valid when you take the NCLEX
YEAR 1 MSN MIDAS: September 1-15 (1st year MIDAS start clinicals in Oct.)
FNP: Prior to NURS 770 The campus police phone number is (513) 745-2000.
XU Police Fingerprinting web page: http://www.xavier.edu/police/Civilian-Background-Check-or-Fingerprinting.cfm
Xavier University School of Nursing: (513) 745-3814