Background Clearance Instructions for Family Studies majors

- Access: https://www.weber.edu/fingerprinting
- Scroll down to the first step under the section titled “To complete the Teacher Education background check process” and click on the “USBE Background Check” link.
- Click on Start Your Background Check, Continue
- Click the radio button for Initial Licensure, Continue
- Enter Social Security Number and Date of Birth, Continue
- Create a New Record, enter your information, Continue
- Verify New Record
- Click Live Scan, Continue
- Yes agree, Continue
- FBI Privacy Statement Agreement, Yes, Continue
- Answer Additional Statement, Continue
- Answer “For which purpose are you requesting a background check today?” Enrolling in University Program, Continue
- It is complete when you a message states: Transaction Successfully Completed.
- You will receive an email from USBE on your clearance.
- Make sure to keep this email for your records and show proof of clearance.

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