STEP 1: GO TO the School's Landing Page on Viewpoint Screening’s Website:
https://www.viewpointscreening.com/uwsp

STEP 2: Click on Start Your Order

STEP 3: Choose your program.
It will expand to show you available packages. Click on the package that you need.

STEP 4: Once you click on the link, you will be taken to a package summary screen.
Once you review your package and the terms of use policy, click the button to acknowledge and hit NEXT.
5. Complete the APPLICANT INFORMATION and address sections as prompted.

6. Complete payment section.

7. Log In to Your Account

Once your order is complete, you should be taken to a screen to like this to the right.

Your username will be the email you used to set up your account.

Change password here, and it will log you in to the Viewpoint System.

NOTE: You WILL NOT be notified when your background check clears, so you will need to log back into viewpoint to check your status.