

Welcome to Complio Screening

Complio is an online screening system selected by your school to hold background check details. Follow these step-by-step instructions to create an account and place your order.

Step 1: Create an account by going to <http://www.LSCCompliance.com>. Navigate to the Complio homepage by clicking on **Create an Account** to get started. Enter your personal information. Be extra careful entering your Email Address, as this is the system's main mode of communication with you.

Applicant Background Screenings
Powered By American DataBank 

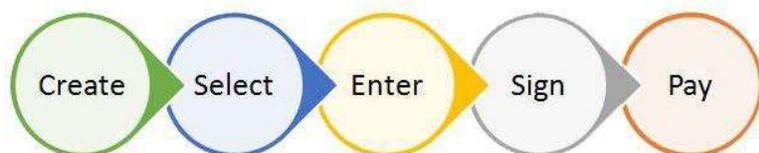
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Welcome to Lake Superior College's Complio Website

Complio is American DataBank's comprehensive tool for student screening, immunizations and compliance. The Complio Screening process is simple and straightforward with just five basic steps to complete. The process should take less than 20 minutes.

EXISTING USERS
Click Here to Login

NEW USERS
Create An Account



complio
by American DataBank



Create an account

Please fill the form below to create an account. The items with * text are required.

Account Information

Username:*	<input type="text"/>	<input type="button" value="Check"/>	
Password:*	<input type="password"/>	Confirm Password:*	<input type="password"/>

Personal Information

I don't have Middle Name.

First Name:*	<input type="text"/>	Middle Name:*	<input type="text"/>	Last Name:*	<input type="text"/>
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I have an Alias/Maiden

Gender:*	--SELECT--	Date of Birth:*	mm/dd/yyyy	Social Security Number:*	__-__-____
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Select Profile Picture:

Contact Information

Primary Email:*	<input type="text"/>	Confirm Primary Email:*	<input type="text"/>		
Secondary Email:	<input type="text"/>	Confirm Secondary Email:	<input type="text"/>		
Address 1:*	<input type="text"/>	Address 2:	<input type="text"/>		
Country:*	UNITED STATES	State:*	--Select--	City:*	--Select--
Zip Code:*	--Select--	County:*	--Select--		
Primary Phone:*	()-____-____	Secondary Phone:	()-____-____		

Please enter the Verification Code as shown in the image on the right:*



Step 2: Complio will send an email to the address used during account creation. Click on the **Activation Link** within the message or copy and paste the URL in your web browser.

Step 3: Place your Order *Please note: An Account is not the same as a placing an order.

Under Create Order screen > Select Program*, select Workforce Development from dropdown > Select Program*, select Load Packages

complio Home

ADB American DataBank

Home > Order
Create Order (Step 1)

Please contact your institution if you are unsure what package(s) you need to order.

Identifying Information

Institution Name: Lake Superior College

Select Program: *
--SELECT--
--SELECT--
Allied Health and Nursing
Workforce Development

Load Packages

Step 4: Workforce Development package loads > select Criminal Background Check (\$65.00) > select Next. Fill in additional personal information required.

complio Home

ADB American DataBank

Home > Order
Create Order (Step 1)

Please contact your institution if you are unsure what package(s) you need to order.

Identifying Information

Institution Name: Lake Superior College

Select Program: *
Workforce Development

Load Packages

Screening

Criminal Background Check (\$65.00) This package costs \$65.00 and additional fees may apply. [View Package Details](#)

Estimated Order Total
Estimated Order Total: \$ 65.00

Previous Next

Electronic Signature

Step 5: Please read the Disclosure and Authorization on the next screen, sign, and click **Accept & Proceed** to continue. The page will show your signature in the form after you have signed. Click **Next** to proceed.



Rev. 4.9

Disclosure and Authorization Form

PLEASE READ CAREFULLY BEFORE SIGNING AUTHORIZATION

As part of the application process for enrollment and/or acceptance at **Your University** (“the School”), the School and/or its agents may obtain information about you from a consumer reporting agency. Thus, you may be the subject of a “consumer report” and/or an “investigative consumer report” which may include, but is not limited to information about your character, general reputation, personal characteristics and/or mode of living, employment history, work experience, work performance, criminal history records, sexual offender’s lists, motor vehicle records, military records, educational verification, license verification, credit history, government exclusion lists, OIG, GSA, FBI finger printing, and drug testing or other background checks. You have the right, upon written request made within a reasonable time after receipt of this notice, to request disclosure of the nature and scope of any investigative consumer report. You also may request a written summary of Your Rights Under the Fair Credit Reporting Act, a copy of which is attached to this form. The scope of this notice and authorization is all-encompassing, however, allowing the School to obtain from any individual or entity all manner of consumer reports and investigative consumer reports now and throughout the course of your enrollment to the extent permitted by law.

I hereby authorize and give my written instructions for the obtaining of “consumer reports” and/or “investigative consumer reports”, by the School and/or any health care facilities where I may be placed, at any time after receipt of this authorization and throughout my enrollment, if applicable. To this end, I hereby authorize, without reservation, any individual or entity to furnish any and all background information requested by **American DataBank, 110 Sixteenth St., 8th Fl., Denver, CO 80202, 1-800-200-0853**, or another outside organization acting on behalf of the School and/or a health care facility where I may be placed. I also certify that all information provided on my application, including this form, is correct to the best of my knowledge. Any false statements provided will be considered just cause for denial of participation and/or acceptance.

Upon request, American DataBank will supply a copy of my report and my rights under the Fair Credit Reporting Act. Requests may

I have read and agree to the above Disclosure & Authorization form(s)

Sign Here

[Clear Signature](#)



Video Tutorial

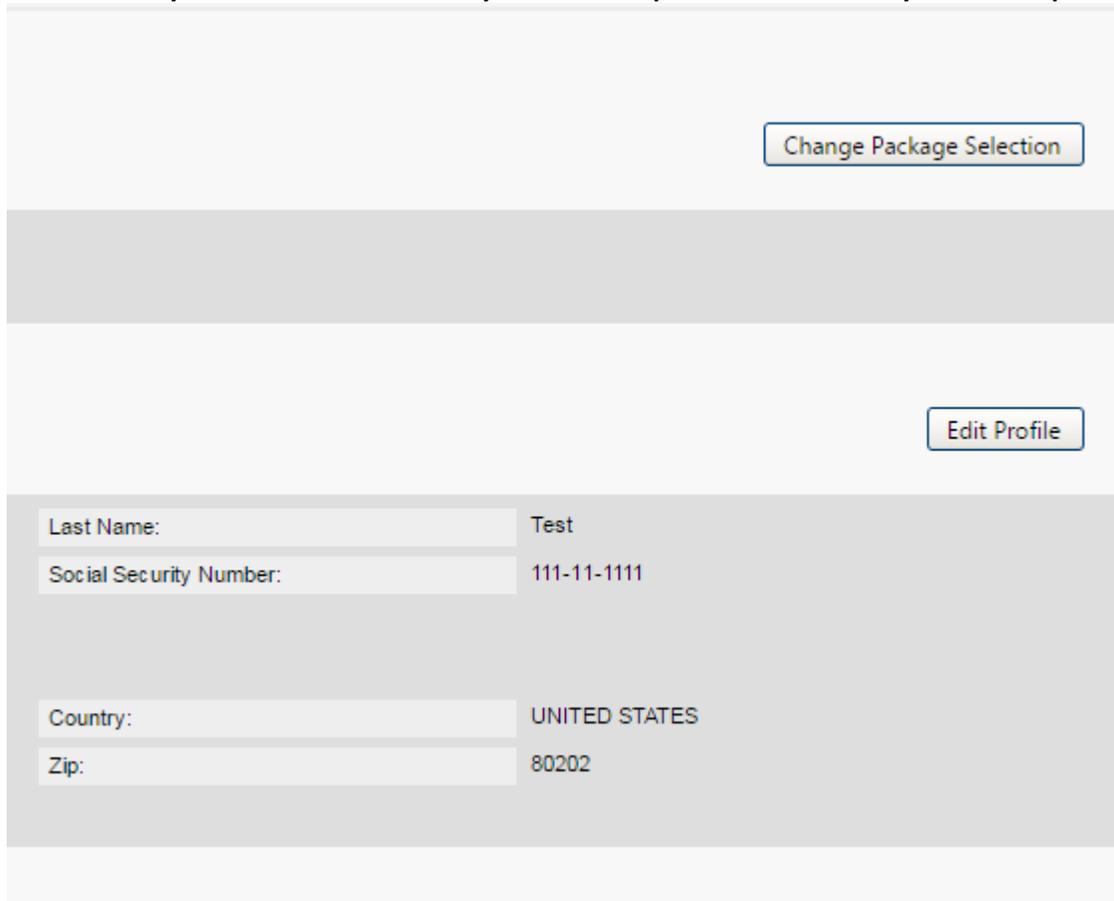
[Cancel Order](#)

[Previous](#)

[Next](#)

Review and Confirmation

Step 6: Carefully review the information you have provided. Once the order has been placed you cannot change any information. If you need to adjust the Package or your personal information, click on the buttons on the right-hand side of the screen. **If any information is incorrect you will be required to re-order at your own expense.**



The screenshot displays a user interface for reviewing and confirming an order. At the top right, there is a button labeled "Change Package Selection". Below this, there is a button labeled "Edit Profile". The main content area contains a form with the following fields and values:

Last Name:	Test
Social Security Number:	111-11-1111
Country:	UNITED STATES
Zip:	80202

Step 7: Confirmation and Receipt – Once you have confirmed that your information is correct, proceed to the next screen. You will see “Invoice to Institution” as the Payment Type. Click Next to Proceed. You will receive a receipt via email. Your school will be notified when your report is complete.

Questions? American DataBank is available to assist you Monday-Friday 7am-6pm MST. You can contact us by email complio@americandatabank.com or by calling 1-800-200-0853.