

How to Apply for a myBackCheck Enhanced Police Information Check (E-PIC)

If you are having trouble applying for a myBackCheck, please contact their support directly:

myBackCheck Support

support@mybackcheck.com or 1-877-455-6730

- i. **Click here for the OVA Specific myBackCheck Link** and select “Register Here” to create your account.
 - **Please make sure to use this OVA link or you will be charged a higher price.**
- ii. Register for a myBackCheck account and create a username and password.
- iii. Once registered, you will receive a confirmation of registration e-mail from myBackCheck.com. Open it and click on the web link to activate your myBackCheck.com account.
- iv. Type in your username and password to log in. Once logged in click on the ‘Inbox’ tab at the top of the page to find your Invitation.
- v. Click on the “Ontario Volleyball” Invitation, which will allow you to click ‘Accept and Continue’ to move forward with your check.
- vi. Continue with the steps and pay online by credit card. The cost is \$26.25.
- vii. After the purchase is complete, click on “my Account” and then click ‘Continue’ to proceed with the criminal record check.
- viii. Enter your identity information.
- ix. Disclose any criminal records. These details will be used by the police department to verify any potential record you may have, so remember to be as accurate as possible.
- x. Review the Term and Conditions.
- xi. Verify your ID online, or if you do not pass the ID online process, print the Canada Post ID Verification Form and take it to your nearest participating Canada Post location to have your IDs verified and submitted to myBackCheck.com. No money needs to be given to the Canada Post representative as this payment is included in the initial fee through the myBackCheck.com site.
- xii. Once you have received your results, please share them with Ontario Volleyball.
 1. In your account next the police check, click the “View & Share” button.
 2. In the first field on the right, “Name of Organization” search for “**Ontario Volleyball Association, Headquarters**”.
 3. In the second field, “Role Selection”, select “**App Paid – Enhanced Police Information Check**”.
 4. Check off the box “**I hereby grant and acknowledge Ontario Volleyball Association, Headquarters to have access to view results of my check(s).**”
 5. Click the “Share Check!” button.