

## Placing Orders with CastleBranch for an Initial Background Check and Drug Test

Congratulations on your acceptance into the Texas A&M Rangel College of Pharmacy. To complete the admissions process, please use the information below to order an Initial Background Check and Drug Test from CastleBranch.

Step 1 – After reading the instructions below, go to the last page and click on <https://portal.castlebranch.com/EU80> (please see below):



Welcome to **my** 

To place your order go to:

<https://portal.castlebranch.com/EU80>  Click here to go to the CastleBranch order page

Step 2 – Once on the CastleBranch page, click on “Place Order” (please see below):



### Texas A&M Health Science Center - Pharmacy Portal

This user-friendly portal guides you through program and package selection to quickly place your order and create your secure account.

After you complete your order and create your account, you can log in to your account to monitor your order status, view your results, respond to alerts, and complete your requirements. You will return to your account by logging into [castlebranch.com](https://portal.castlebranch.com) and entering your username (email used during order placement) and your secure password.

Now let's get started by clicking the Place Order button below.



Click here to order a background check and drug screen



Step 3 – Click on the “+” sign next to “Please Select” to see ordering options (please see below):



+ Please Select

Click on the "+" sign next to "Please Select"



Step 4 – Place your order for EU80bg and EU80dt, the initial background check and drug test, respectively (please see below). Please do not order EU80im or EU80re. You will order these at a later date, after you learn more from the Office of Experiential Education.



Please Select

- EU80bg: I am a new student and need to place an order for my initial Background Check.
- EU80dt: I need to place my order for my Drug Test.
- EU80im: I need to place my order for my Medical Document Manager.
- EU80re: I have already completed my initial background check and need to place my order for my re-check Background Check.

Please order EU80bg and EU80dt

Please do not order EU80im or EU80re - you will order these later at a later date, once they have been discussed with you.



Step 5 – follow the ordering instructions (please see below):  
Order Instructions for

## TEXAS A&M HEALTH SCIENCE CENTER - PHARMACY

Package Code EU80bg: I am a new student and need to place an order for my initial Background Check.

ABOUT

### About CastleBranch

Texas A&M Health Science Center - Pharmacy has partnered with CastleBranch, one of the top ten background check and compliance



Texas A&M Science Center - Pharmacy

# How to Place Order

Welcome to my 

To place your order go to:

<https://portal.castlebranch.com/EU80>

Package Name (if applicable):

Place  
Order

Select  
Program

Select  
Package

To place your initial order, you will be prompted to create your secure myCB account. From within myCB, you will be able to:

- ✓ View order results
- ✓ Upload documents
- ✓ Manage requirements
- ✓ Place additional orders
- ✓ Complete tasks

**Please have ready personal identifying information needed for security purposes.**

**The email address you provide will become your username.**

Contact Us: **888.914.7279** [servicedesk.cu@castlebranch.com](mailto:servicedesk.cu@castlebranch.com)