



Drug Screening Requirement for the West Virginia Invests Grant Program

IMPORTANT NOTICE TO APPLICANTS: DO NOT SCHEDULE A DRUG SCREENING UNTIL YOU HAVE RECEIVED YOUR WEST VIRGINIA INVESTS GRANT AWARD LETTER VIA EMAIL OR TEXT.

You must pass (receive a negative result) a drug screening within 60 days prior to the start date of your term to qualify for the West Virginia Invests Grant award. Any drug screening taken outside of the 60-day window will not be accepted. If your program or start date has changed, please contact the financial aid office at your college to update your Invests application. *Changes to the program start date may change the 60-day window to complete this requirement. Your college determines the start date of your term.*

To complete your drug screening, you will need to access the website “**Participate in Program**” via mobile device or online at www.participateinprogram.com. This application is used to pay for your screening, schedule your appointment, provide your drug authorization form to the collection site, and access your screening results. The 2019-20 cost of the drug screen is \$34 per test and must be completed before the start date of each term you are receiving an award.

To register for your screening, you will need:

1. Your **West Virginia Invest Grant ID Number** - located on your West Virginia Invests award letter
2. **Code Number – 1039** The West Virginia Invests Registration Code
3. Your **Driver’s License Number** (or valid Government issued ID Number)

Instructions for Completing the Drug Screening

1. **Access online:** www.participateinprogram.com
2. **Create an Account**
 - Once you have accessed the application, select **New Participant Sign up** from the main page.
 - Use Code Number **1039** for West Virginia Invests Grant Program. You must have your **West Virginia Invests Grant ID Number** and your **Driver’s License Number** or **Government Issued Identification Number** to create a new account.
 - When registering, you will be assigned a **Participate in Program ID Number**. This will be your Username to sign into the application. You will need to remember your Participate in Program ID number when taking a drug screen prior to each term.
 - Your password will be your Driver’s License Number (or Government Issued ID Number).
 - For returning applicants, select **Current Participant Login**.
3. **Find a Collection Site**
 - Find a drug screening collection site nearest to you by clicking **Find Drug Screening Collection Sites**. Applicants can use any Labcorp site that does workplace drug testing at Labcorp.com.
 - You may register for an appointment or walk in during the specified business hours at your site.

- The type of screening you are required to take is an **Employment Drug Test**. Select Employment Drug Test, if scheduling an appointment.

4. Payment

- **Pay for your drug test on the website participateinprogram.com prior to your screening.**
 - The 2019-20 cost of the drug screen is **\$34** per term (*student is responsible for cost of the drug screen*).
 - If you fail the drug screen (receive a positive result) and want to retest, the additional drug screening will cost \$175.00
- Click **Pay for Drug Screening**.
 - [A credit or debit card is required to submit payment.](#) Cash payment is not accepted.
 - You must pay for the screening in full, prior to your drug screening appointment. Payments will not be accepted at the collection facility.
- Once you pay for the screening, you will have access to the **Drug Test Authorization Form For Collector** to give to your collection site the day of your screening.

What do you bring to the appointment?

1. Drug Test Authorization Form For Collector: available on the website once you have submitted your payment. (You may show on your mobile device or have printed copy of your authorization form.)
2. Your Driver's License/ Government Issued Photo Identification card.

What happens after the drug screening?

Once you have completed your drug screening, the results will be sent to the West Virginia Invests Grant Program within a week. You can view your results on the Participate in Program web site. (You may receive your results sooner than our office)

The West Virginia Invests Grant Program staff will only receive a positive or negative indication of your results. No further information will be shared with our office or your school.

- A failed test does not prevent you from being awarded in future terms during the award year. You may still qualify the next term if you pass a drug screening for \$34 within 60 days of the following term.

Once your screening results are reported as passed (negative) to the West Virginia Invests Office, you will receive additional information via email from Heartland ECSI to complete your promissory note and disclosures to receive your award.

If you fail the screening (your results are reported positive), you will be contacted by the Participate in Program staff.

Questions?

Questions regarding the Drug Screening should be referred to:
Norton Medical Industries 1-800-243-7669
9:00AM to 7:30PM Eastern Standard Time.