Arizona DPS Fingerprint Clearance Card

- 1. Visit this link: <u>https://psp.azdps.gov/</u>
- 2. Click on Fingerprint Clearance Card



3. Click "Apply for a new clearance card"

What do you need to do?



If you have never received an IVP Clearance Card, or if the Clearance Card you possess does not have an IVP number on it, you are not eligible for the IVP Renewal process. You must re-apply with a new application.

If your contact information has changed, please edit your <u>profile information</u> before completing this application.

4. Create an account or login if you already have an account. You can also continue as guest to print a pdf of the application form for mail submission.

*Indicates required fi	Login to access your AZDPS account.
	Email Address *
	Password *
Forgot Passwo	
s easy to create one	Don't have an acc

5. You will need a non-IVP Clearance Card. Reason for applying is Health Science Student & Clinical Assistant – ARS 15-1881

	or Other Certification) ARS §
- Tutor or Teacher Preparation P	Programs ARS § 15-534
- Charter School Instruct	or ARS § 15-183
- School Bus Driver Al	RS § 28-3228
	ertified Personnel ARS g 15-
- Public and/or Charter School Co	ntractor, Subcontractor or
Vendor and their Employe	es ARS § 15-512.

If the listed statutes do not apply to you, you do not require an IVP card. If this information is unknown, please contact the agency requiring you to apply.

- 6. Answer all questions
- 7. Follow instructions for payment
- 8. After you pay, you will need to log back into your Public Services Portal and go to my Message Center for further instructions and important information regarding your submission.
 - a. This is where you will find detailed instructions for obtaining your fingerprints.