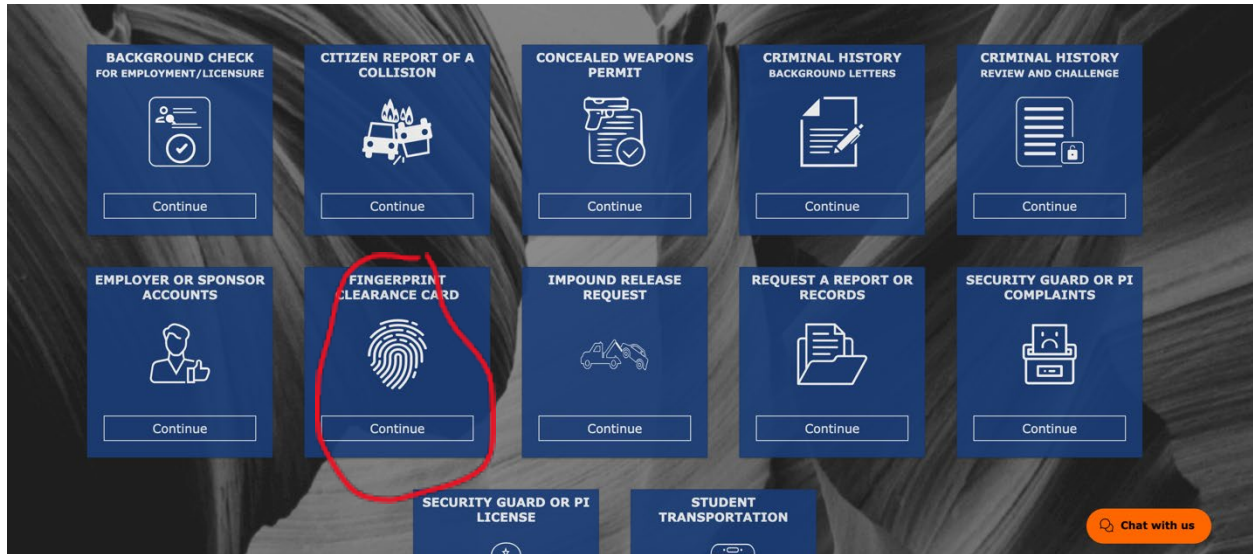
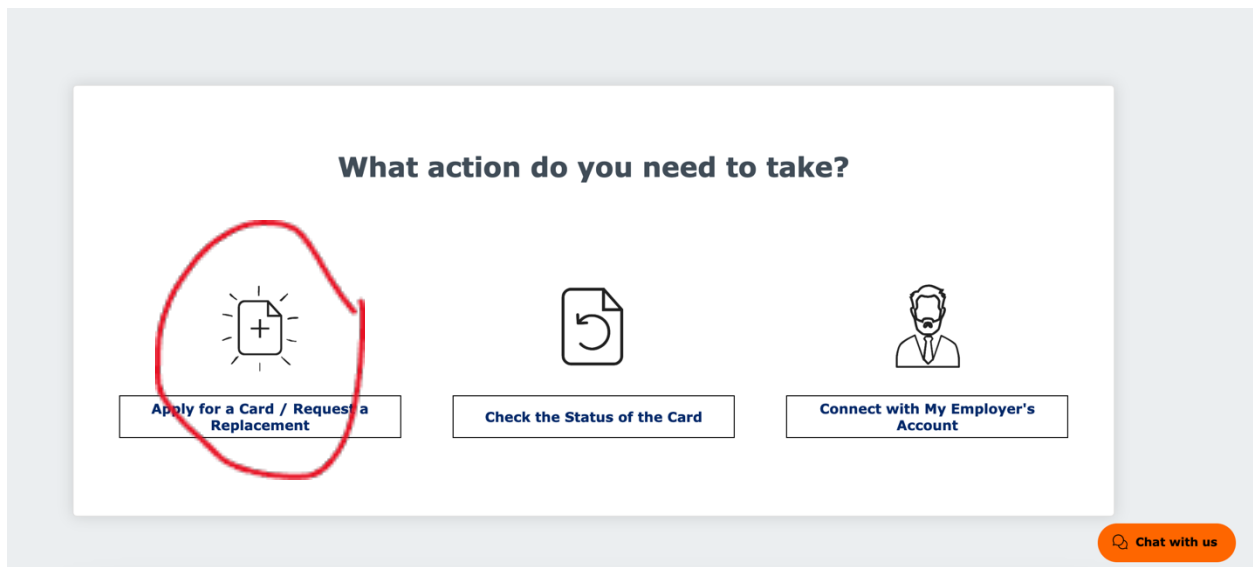


Instructions for the AZ Fingerprint Clearance Card

1. Navigate to: <https://psp.azdps.gov/>
2. Click on Fingerprint Clearance Card



3. Click on Apply for a Card/Request a Replacement



4. If you have an account login. If you do not have an account, create one.

Login

[Continue as Guest to print a PDF form](#)

Login to access your AZDPS account.

*Indicates required field.

Email Address *

Password *

[Forgot Password?](#)


Login

Don't have an account? [It's easy to create one.](#)


Chat with us

5. Answer the question below.

Have you applied for a DPS Fingerprint Clearance Card in the past?



Yes




No


☐ Do not show this again


Chat with us


6. Click Apply for a new clearance card.

What do you need to do?


Apply For A New Clearance Card


Non-IVP Renewal


IVP Renewal



Replace An Existing Clearance Card


[Chat with us](#)

7. Choose Non-IVP

Do you require an IVP Clearance Card?

- State Board of Education (Teacher or Other Certification) ARS § 15-534
 - Tutor or Teacher Preparation Programs ARS § 15-534
 - Charter School Instructor ARS § 15-183
 - School Bus Driver ARS § 28-3228
- Public and/or Charter School Non-Certified Personnel ARS § 15-512
- Public and/or Charter School Contractor, Subcontractor or Vendor and their Employees ARS § 15-512.


IVP


Non-IVP

[Chat with us](#)

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

8. Follow the prompts and answer the questions. When you get to the screen that allows you to choose why you are applying, find “Health and Sciences Student and Clinical Assistant ARS § 15-1881”. It’s near the bottom of the page. Then click “volunteer”.
9. Complete the application, completing only the items marked by a red *.
10. Once you get to the end, you will this page. The total amount due to move forward is \$66.30.

My Order

Once your request is completed you will receive an invoice with the fees for any pending items.

Per Arizona Revised Statutes all fees are nonrefundable.

Fingerprint Clearance Cards

Item ↓	Fee ↑	
Fingerprint Clearance Card Application (non-IVP)	\$65.00	
Credit Card Fee	\$1.30	Save for Later Delete
Total	\$66.30	

Submit & Pay by Agency Code

Submit & Pay by Credit Card

Request Employer Pay

11. After payment, you are not done yet! Log back into the DPS portal and go to My Message Center for further instructions on how to schedule your fingerprints with Fieldprint. This step is necessary to obtain your card.

Attention: Please ensure that you are using a secure browser for payment processing on the Google Chrome browser. For a smooth checkout experience, please use Safari or Edge browsers instead. We apologize for any inconvenience this may cause and appreciate your understanding.

[SERVICES](#) | [FAQs](#) | [AZDPS.GOV](#) | [CBC.AZ.GOV](#)

Order Acknowledgement

- ☐ I understand that after I pay, I will need to log back into the Public Services Portal and go to my Message Center for further instructions and important information regarding my submission.
- ☐ I understand that per Arizona Revised Statutes, all fees are nonrefundable.

[Cancel](#)

[Continue to Pay](#)

My Order

Once your request is completed you will

Per Arizona Revised Statutes all fees are

Fingerprint Clearance Cards

Item ↓

Fingerprint Clearance Card Application
Credit Card Fee

Total

[Submit & Pay by Agency](#)

[Continue to Pay](#)

[Card](#)

[Request Employer Pay](#)

[Save for Later](#) [Delete](#)

[Chat with us](#)