

## Indiana

*The following instructions were written for Early Childhood Education students who attend the University of Delaware but have lived in Indiana and need to obtain those out-of-state clearances. **If you are not a UD student, you will need to contact the state directly for additional help.***

### Criminal Record Check Services:

- Call the state fingerprinting office at 317-233-5424
- Request a fingerprint package for the state. All instructions will be included in the packet.
- Use the address below to have the clearance sent directly to us.

### Adam Walsh/Child Protective Service Background Record Request:

- In Indiana, the fingerprint background check includes the state sex offender registry and child protection index.
- State regulations do change, when you call to get your fingerprint package, ask to make sure that the child protection clearance is included.
- Information can be found on their website: <https://www.in.gov/fssa/carefinder/5480.htm>

If you have any problems, please let us know. If they ask for an address of where to send the request, use the following:

Office of Clinical Studies  
200 Academy Street  
Newark, DE 19716