

Colorado

*The following instructions were written for Early Childhood Education students who attend the University of Delaware but have lived in Colorado 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.***

Child Abuse and Neglect Record Request:

- Go to [Colorado Child Abuse and Neglect Form](#).
- Read Information then click “Get Started”
- You will need to select “individual” request
- Click “I certify persons to be checked.....”
- Complete “release of information details”
- Reason for request “Volunteer”
- Upload your proof of identity: Driver’s License, Passport, State-Issued Identification Card, Military Identification Card, Social Security Card, or Birth Certificate (you only need to choose one)
- Complete BIU Applicant – “New”
- Proceed to fill in the prompts and save
- Add family members individually if you answered “yes”
- Print your completed PDF application to save for your records
- Make payment
- If they ask for third party, you would choose the Office of Clinical Studies email
- When you receive a copy of your results, please send a copy to:
clinicalstudies@udel.edu

If you have any problems, send an email to clinicalstudies@udel.edu.