

Rhode Island

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

- Go to [RI Background Clearance form](#).
- Complete information for the Applicant:
 - Go to the top of document, right side, click on the T.
 - Click on "Full Name of Applicant" line to start completing form.
- Purpose: Student Teaching, University of Delaware
- Name of Entity: University of Delaware, Office of Clinical Studies
- Form must be notarized. Do not sign form until you get it notarized. For your convenience, here's [List of Notaries on Campus](#).
- Once notarized, keep a copy for your records.
- Mail:
 - Notarized form and a copy of driver's license, RI state ID card, or US Passport,
 - Check or money order for \$5.00
 - Self-addressed stamped envelope to:
Rhode Island Office of The Attorney General
4 Howard Ave
Cranston RI 02920

Adam Walsh/Child Protective Service Background Record Request:

- Go to: [RI DCYF Adam Walsh Clearance](#).
- You will need a credit card to submit this clearance, fee is \$10.00.
- Click Begin
- Facility Information:
University of Delaware, Office of Clinical Studies
200 Academy Street
Newark DE 19716
(302) 831-6778
clinicalstudies@udel.edu
- Check box "by checking this box, you attest that this facility"
- Enter Date and complete Subject/Applicant Information.
- Review Information and make payment.

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