

## New York

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

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

- Log into [NY.gov ID Login V4](#)
- Create a username and account
- Log out and log back in
- You should be redirected to the OCFS RFI Portal
- Fill in all fields and submit
- If you should receive an email with your results, please send to [clinicalstudies@udel.edu](mailto:clinicalstudies@udel.edu).

If you have any problems, send an email to [clinicalstudies@udel.edu](mailto:clinicalstudies@udel.edu).