

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:

<https://cw.ocfs.ny.gov/ocfsrfportal>

1. Create a username and account
2. Log out & log back in
3. You should be redirected to the OCFS RFI Portal
4. Please fill in all fields and submit

If you have any problems, contact:

Capital View Office Park
52 Washington Street
Rensselaer, New York 12144-2834
Phone: 518-473-7793
Email: info@ocfs.ny.gov