Bachelor of Science in Nursing Pre-licensure Program
Level 1 Fingerprint Clearance Card Requirement

If you are accepted into the Bachelor of Science in Nursing Program, you will be required to have a current DPS Fingerprint Clearance Card to meet clinical requirements. Fingerprint cards are valid for a period of six years. If you have a Fingerprint Card issued more than six years ago, it will need to be renewed. If you have a current Fingerprint Card, please let us know so that we can log it into your file.

**Fingerprint Card Application Instructions:**

1) Follow this link [https://www.azdps.gov/services/public/fingerprint](https://www.azdps.gov/services/public/fingerprint) and select *Apply For a Card*.
2) Select *Apply for a Fingerprint Clearance Card* and then select *Continue* on the Fingerprint Clearance Card tab.
3) Click *Apply for a Card* and continue to follow the instructions as prompted by the AZ DPS website.
4) Please note that you will have two options for the fingerprinting itself – paper or electronic. *Electronic fingerprinting is only available if the applicant is physically present in Arizona*

When completing the Fingerprint Card Application Form, below is information you’ll need to provide.

**Requesting Employer:**  Grand Canyon University  
Attn: College of Nursing & Health Care Professions  
3300 W. Camelback Road  
Phoenix, AZ 85017

**ARS-15-1881 - I am applying for the following:** Health Sciences students and Clinical Assistants

**Volunteer or Paid Employee?** Answer “Volunteer”.

**Frequently Asked Questions:**

1) How much is a Level 1 Fingerprint Clearance Card? - $65 for volunteers
2) Can I get fingerprinted out of state? – Yes, but you must still use the Arizona DPS Fingerprint Clearance Card application form.
3) How long does it take after submitting my application and fingerprints, for the Fingerprint Clearance Card to arrive? – Approximately 4-6 weeks

If you have further questions, you can reach the AZ DPS Fingerprinting team at **602.223.2279**.