

GRAND CANYON UNIVERSITY™

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.**

- Before getting fingerprinted, you must first request a Fingerprint Card Application packet directly from the DPS Fingerprint Clearance Card Unit located in Phoenix by either calling (602) 223-2279 or faxing your request to (602) 223-2947. Office hours are Monday through Friday from 8:00 a.m. to 5:00 p.m. Currently, the fee for volunteers is \$65.00.
- Once you have completed the Fingerprint Card Application Form included in the packet, you will need to call your local law enforcement agency or a private fingerprinting service for an appointment to proceed with fingerprinting. You will need to provide them with Fingerprint Form that is included in the packet.

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-15-1-881 - I am applying for the following:

Health Sciences students and Clinical Assistants

Volunteer or Paid Employee?

Answer "Volunteer".

Please keep this information handy. Answers to frequently asked questions about Fingerprint Clearance Cards can be found on the DPS web site at:

<http://www.azdps.gov/Services/Fingerprint>

