



**Arizona Department of Public Safety  
Student Transportation Unit**

2102 W. Encanto Blvd / PO Box 6638 MD 1250  
 Phoenix, AZ 85005  
 Phone: (602)223-2646 Fax: (602)223-2923  
 Website: <http://studenttransportation.azdps.gov> - Email: [schoolbus@azdps.gov](mailto:schoolbus@azdps.gov)

**NEW DRIVER CERTIFICATION COVER SHEET**

**PHASE A**

**All Fields Required**

Applicant Name			
	Last	First	MI
District/Employer			
District/Employer Number			
Transportation Dept. Phone #			
Contact Person		Email	
County			

**This cover sheet must be completed and submitted with the following items:**

- Application for School Bus Driver's Certificate\**
- Student Transportation fingerprint card and envelope
  - \$22 fingerprint card processing fee  
(payable to Department of Public Safety by only school revolving account check, cashier's check, or money order)

**-OR-**

- Copy of Current and Employer Verified\* Arizona DPS Fingerprint Clearance Card

\*Verified both visually and at [http://webapps.azdps.gov/public\\_inq\\_acct/acct/ShowClearanceCardStatus.action](http://webapps.azdps.gov/public_inq_acct/acct/ShowClearanceCardStatus.action)

**Phase A** packets using the DPS Fingerprint Clearance Card may be sent to [newdriver@azdps.gov](mailto:newdriver@azdps.gov)

Card Number	Expiration Date
Employer Verification of Fingerprint Clearance Card	
Printed Name	Signature

\* Form found at <http://studenttransportation.azdps.gov/>

**Date Notations By Student Transportation Unit Only**

Received	Submitted to AZAFIS	Returned from AZAFIS	Phase A Completed
		Background Acceptable:	<input type="checkbox"/> Yes <input type="checkbox"/> No