CWTAP Application Background Check Instructions

Please complete the online [Background Authorization Form](#) using a Google Chrome browser as part of your CWTAP application. Once completed and submitted, please save the unique confirmation code you receive.

To have your background check processed for your application, provide the confirmation code, your full legal name, your date of birth, and the cohort you are applying to, in an email to autrey.jeske@dcyf.wa.gov. If this step is not completed, your background check will not be processed and your application will be incomplete. Please include in the subject line of your email: **CWTAP Application Background Check**

Example:
XYZ123
William Ron Stephens
08/22/1980
Cheney full-time 2024 cohort

If you have any troubles trying to submit your background check, or have any questions at all, email Autrey Jeske, Program Specialist, for further assistance!

Autrey Jeske
CWTAP Program Specialist
ajeske2@ewu.edu
autrey.jeske@dcyf.wa.gov

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cwtap

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