

Steps for Getting an RCMP Certified Criminal Record Check

From Inside Canada

1. Have your Fingerprints Taken

Contact your local police service or an [accredited fingerprinting company](#) to have your fingerprints taken. You will be asked to review information on your application form prior to the police agency or authorized agency submitting it to the RCMP's Canadian Criminal Real Time Identification Services (CCRTIS).

2. Provide the following information to the person taking your fingerprints

Inform the local police agency or accredited fingerprinting company that you are obtaining this certified criminal record check for the **immigration purpose of seeking permanent residency** in the United States.

****BE SURE TO REQUEST YOUR CHECK UNDER THE PRIVACY ACT****

(Your fingerprints and photo will not be on the final document if it is processed correctly under the privacy act)

From Outside Canada

To submit fingerprints to the RCMP's Canadian Criminal Real Time Identification Services (CCRTIS) from outside of Canada, you must first contact the local police of jurisdiction where you are staying outside Canada and who can provide you with a copy of your fingerprints. Ensure you get the name and address of the police agency as well as the signature and name of the official taking the fingerprints. Also ensure all ten fingers are taken with black ink.

Next, you must contact an [accredited company](#) within Canada who can convert the paper fingerprint forms taken outside of Canada and submit them to CCRTIS electronically.

Accredited fingerprinting companies

Accredited fingerprinting companies are authorized to submit fingerprints to the RCMP's Canadian Criminal Real Time Identification Services (CCRTIS) for searches of the National Repository of Criminal Records. The results of these certified criminal record checks do not include information from other national or local data bases.

In addition to taking fingerprints electronically, several of these companies accept fingerprints that have been taken on paper, convert them to electronic transactions, and submit them directly to CCRTIS for processing. This service is also available to individuals whose fingerprints were taken outside of Canada.

Accredited fingerprinting companies are not authorized to conduct vulnerable sector checks but are allowed to fingerprint applicants who are referred to them by the police of local jurisdiction. For a list of accredited fingerprinting companies, please contact us at CCRTIS-SCICTR@rcmp-grc.gc.ca.