

Quick Guide for Apostilled CRCs (USA)

For all American applicants, we are currently only accepting the FBI criminal record check with the apostille issued by the US Department of State, Office of Authentications located in Washington, D.C. Because we request the original copy of the CRC with the apostille, **we cannot accept any copies that come with a state-level apostille.**

We have written a quick guide for how to check and properly handle the apostilled CRCs for American applicants. Please reference the scanned example along with this list.

1. Please do not remove/detach/cut the apostille from the FBI check. The apostille is only valid when it is physically attached to the CRC. We understand it is difficult for photocopying, but if it is detached it is no longer valid. Some applicants spend up to \$300 just to obtain this document, so it would be unfair to make them pay again. In the case that it was accidentally removed or damaged, please include a note when sending the original to our office.
2. The apostille includes an embossed/raised seal that is imprinted on the paper.
3. Please confirm that this is an FBI check.
4. Please confirm the date is within 6 months of the initial application submission (if possible).
5. This should always say that there is no prior arrest data. If there is any data, then the CRC will be more than one page. If an applicant does submit a CRC with any arrest data, please send us a copy so we can determine if we will be able to proceed with their application.

The applicant may be asked to submit apostilled CRCs from other countries if they have lived abroad for over a year as an adult. Please treat these CRCs in the same way, without detaching/removing the apostille. **If the applicant submits a state-level background check, we will not accept it.**

Please feel free to contact us at the TaLK Office if there are any questions.

한국어: sylee428@korea.kr, +82-2-3668-1386
English: talkkorea@korea.kr, +82-2-3668-1399

APOSTILLE

(Convention de La Haye du 5 octobre 1961)

1. Country: *United States of America*

This public document

2. has been signed by Scott A. Rago

3. acting in the capacity of Section Chief, Biometric Services Section

4. bears the seal/stamp of U. S. Department of Justice, Federal Bureau of Investigation

Certified

5. at Washington, D.C.

6. the [REDACTED]

7. by *Assistant Authentication Officer, United States Department of State*

8. No. [REDACTED]

9. Seal/Stamp:

10. Signature:

Sonya N. Johnson



3 U.S. Department of Justice
Federal Bureau of Investigation
Criminal Justice Information Services Division
Clarksburg, WV 26306

Date: 01-14-2020

[REDACTED]

The Criminal Justice Information Services (CJIS) Division of the Federal Bureau of Investigation (FBI) has completed the following fingerprint submission:

Subject Name

[REDACTED]

Search Completed Result

4
01-14-2020 [REDACTED]

5 A SEARCH OF THE FINGERPRINTS PROVIDED BY THIS INDIVIDUAL HAS REVEALED NO PRIOR ARREST DATA AT THE FBI. THIS DOES NOT PRECLUDE FURTHER CRIMINAL HISTORY AT THE STATE OR LOCAL LEVEL.

Date of Birth: [REDACTED]

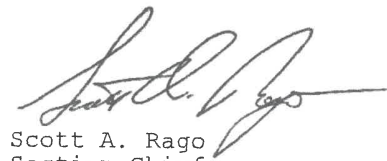
Social Security number: XXX-XX-[REDACTED]

The result of the above response is only effective for the date the submission was originally completed. For more updated information, please submit new fingerprints of the Subject.

In order to protect Personally Identifiable Information, as of August 17, 2009, FBI policy has changed to no longer return the fingerprint cards. This form will serve as the FBI's official response.

This Identity History Summary (IdHS) is provided pursuant to 28 CFR 16.30-16.34 solely for you to conduct a personal review and/or obtain a change, correction, or updating of your record. **This IdHS is not provided for the purpose of licensing or employment or any other purpose enumerated in 28 CFR 20.33.**

Any questions may be addressed to the Customer Service Group at 304-625-5590. You may also visit the website at www.fbi.gov/checks for further instructions.


Scott A. Rago
Section Chief
Biometric Services Section
Criminal Justice Information
Services Division