An expungement is the process of sealing certain types of criminal convictions from your record. If your crime(s) is (are) eligible, Student Legal Services can assist you with expungement.

**Why Expunge?**
- Increased employment opportunities
- Advancement at your current job
- Increased housing options
- Eligibility for certain government aid
- Retention or renewal of a professional license

**One conviction:**
Generally, if you have been convicted of only one crime in the last ten years, then you can expunge the crime three years after the date of conviction (assuming you have complied with all requirements of the sentencing) and paid any restitution/fines).

**Two or more convictions:**
You must usually wait at least ten years following the last conviction and have completed all court—ordered requirements.

**Arrests:**
If your arrest did not result in a conviction then you can apply for expungement after a one-year period. If your case was dismissed or you were found not guilty then you can apply for expungement immediately.

**Expungement Process**

- Meet time requirements;
- Submit a written application for each case;
- Pay a filing fee
- Submit your fingerprints; and
- Obtain a signed approval from the court that your arrest, dismissal, or conviction has been expunged.

**Who Can We Help?**
All Portland State University students who are paying student fees and currently enrolled for 4 or more undergraduate credits or 3 or more graduate credits at PSU are eligible for our services.
To get a copy of your own record from the State of Oregon:
Provide a set of fingerprints (CPSO $12 for the fingerprint card), then send those and a $33 check to OR. State Police. They will mail you your record within 7-10 days.

www.oregon.gov/OSP/ID/docs/copy_own_or_record.pdf

To get a copy of your own record from the FBI:
Complete an application form, include a completed fingerprint card, include a cashier’s check, money order, or credit card payment for $18.00. Takes up to 12 weeks to receive.

www.fbi.gov/about-us/cjis/background-checks/background_checks

Disclaimer
This pamphlet is for informational purposes only and should not be relied upon as legal advice. In each case, specific legal advice should be obtained, which will be responsive to the circumstances of the individual requesting this advice.