

Criminal Background Checks

Churches are encouraged to set up their own access accounts for criminal background checks. The conference is willing to do initial checks while waiting for account access.

Website: <http://mi-mall.michigan.gov/webapp/wcs/stores/servlet/StoreCatalogDisplay?storeId=10201&langId=-1&catalogId=10201>

Click on the link above or copy and paste it into your address bar to get to the Michigan State Police Website.

1) Register your Church

- Fill in an email address
- Password
- First Name
- Last Name
- Agency Code

Michigan State Police Agency Code Details

Only government and non-profit charitable agencies must complete the Agency Code Details of this Registration page. Letters in the Agency Code must be uppercase. If you do not have an Agency Code, contact MSP at cjicaccthhelp@michigan.gov

- Agency Name
- Agency Address
- Agency City
- Agency State
- Agency Zip

2) LOGIN

- Once you receive your password go to the website listed above.
- Enter your email address and password to login.
- Click “Search for Criminal History Record”.
- Enter the number of people you need to check, in the quantity box.
- Submit your entry.
- Enter persons: Name, Race, Sex, Birth date, Social Security Number, and Driver License Number and then hit submit.
- Keep submitting until you are finished.
- Click “View Responses” this will display the information entered and display any warrants or records were applicable.
- An “NA” will appear for all the searches with a Clear Background.
- A “Y” will appear for the searches with A Criminal Background.
- Click on each name to Display any record information.