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RECORD SUSPENSION SERVICES PROGRAM

About Our Record Suspension Services Program

Our program supports individuals applying for record suspensions in navigating the process, **complete the applications** and ensuring access to the right information. The program is funded by **Public Safety Canada** and available at select **John Howard Society** offices across Ontario.

Funds may be available to help cover the cost of fees. Please contact **JHS Ottawa** for more information.

More information Available at:

- **Parole Board of Canada:**
<https://www.canada.ca/en/parole-board/services/record-suspensions.html>
- **Police Record Hub:**
<https://policerecordhub.ca/en/record-suspensions/>



What is a Record Suspension?

A Record Suspension (formerly called a pardon) is an order that keeps a person's criminal record (of convictions) separate and apart from other criminal records. This means a person's convictions will not be revealed on criminal record checks. **It does not erase a criminal record.**

Record suspensions allow people who have made positive life changes to be freed from many of the negative impacts of having a criminal record. People have the right not to be discriminated against because of a criminal conviction for which they have received a record suspension.

The **Parole Board of Canada** is responsible for granting, denying, and revoking record suspensions. If a record suspension is related to a sexual offence, the file will be 'flagged' in the RCMP system and will still be revealed on a vulnerable sector check.



Am I Eligible?

You **MAY** apply for a Record Suspension if you:

- were convicted of an offence in Canada under a federal act or regulation of Canada as an adult; and/or
- were convicted of a crime in another country and were transferred to Canada while serving that sentence under the *Transfer of Offenders Act* or *International Transfer of Offenders Act*.

You can apply for a record suspension **only** if you meet **both of the following conditions**.

- You have **completed your sentence**, meaning you completed paying any fines, surcharges, costs, compensation and restitution orders, completed any probation orders or conditional sentences, and served all of your sentence including parole/ statutory release (with the exception of a fine or victim surcharge imposed for a simple possession of cannabis conviction only);
- You have **met the required wait time** based on when you **committed your first offence**;



Before June 29, 2010

The waiting period is:

- **5 years** – an offence prosecuted by indictment.
- **3 years** – an offence punishable on summary conviction.

Between June 29, 2010 and March 12, 2012

The waiting period is:

- **10 years** – Serious personal injury offence (within the meaning of 752 of the Criminal Code); including manslaughter; an offence for which you were sentenced to a prison term of 2 years or more, and an offence referred to in Schedule 1 that was prosecuted by indictment.
- **5 years** – any other offence prosecuted by indictment and an offence referred to in Schedule 1 that is punishable on summary conviction.
- **3 years** – an offence other than the ones mentioned above, that is punishable on summary conviction.

On or after March 13, 2012

The waiting period is:

- **10 years** – an offence prosecuted by indictment.
- **5 years** – an offence that is punishable on summary conviction.