

DO I QUALIFY TO SEAL MY RECORD WORKSHEET
When Answering These Questions
You Must Review Each Arrest/Offense One at a Time

See Page 6 for Questions about Reckless Driving

See Page 7 for Special Information about Misdemeanor Offenses

You are here because you have a conviction on your record that prevents your conviction to be expunged. The purpose of this form is to determine which of these offenses can be sealed. Please answer the following questions as it pertains to each offense.

Question # 1

Has been at least 3 years since the end of your last sentence “for any other criminal offense (for example, another sentence of court supervision)?”

Yes You may petition to have your case sealed. You will need to complete **Request to seal Criminal Record**

No You will need to wait until **3** years have passed since the end of your last sentence for any criminal offence before you can determine if you qualify to have your record sealed.

Question # 2

Were you convicted of Class 4 felony Prostitution (720 ILCS 5/11-14)?

Yes Go to Question # 3

No Go to Question # 5

Question # 3

You were convicted of Class 4 felony Prostitution, what date did you finish your probation, parole or other sentence?

____/____/____
mm/dd/yyyy

Has it been at least 3 years since that date?

Yes Go to Question # 4

No You will need to wait until **3** years have passed since the end of your last sentence for any criminal offence before you will qualify to have your record sealed.

Question # 4

Has it been at least 3 years since the end of your last sentence for “any other criminal conviction (for example, another sentence of court supervision)?”

Yes You may petition to have your case sealed. You will need to complete [Request](#)

[to Seal Criminal Records](#)

No You will need to wait until **3** years have passed since the end of your last sentence for any criminal offence before you can determine if you qualify to have your record sealed.

Question # 5

Were you convicted of one of the following Class 4 felonies:

- 720 ILCS 550/4 Possession of Cannabis; or
- 720 ILCS 570/402 Possession of a Controlled Substance; or
- The Steroid Control Act (Repealed); or
- The Methamphetamine Precursor Control Act.

Yes Go to Question # 6

No Go to Question # 8

Question # 6

You were convicted of one of the 4 felony drug offenses listed in Question # 5 what date did you finish your probation, parole or other sentence?

____/____/____
mm/dd/yyyy

Has it been at least 3 years since that date?

Yes Go to Question # 7

No You will need to wait until **3** years have passed since the end of your last sentence for any criminal offence before you will qualify to have your record sealed.

Question # 7

Has it been at least 3 years since the end of your last sentence “for any other criminal offense (for example, another sentence of court supervision)?”

Yes You may petition to have your case sealed. You will need to complete [Request to Seal Criminal Record](#) **Drug Test Requirement for Class 4 Felony Drug Possession Cases:** The law requires that you attach proof that you have passed a drug test to your Petition to Seal a Class 4 felony drug possession (or felony first offender drug probation) case, or to your Petition to Expunge a felony first offender drug probation or TASC probation. The drug test must have been taken within 30 days prior to the filing of your petition. The Criminal Identification Act does not specify what type of drug test must be attached to the petition. Therefore, it is recommended that you get a drug test from your physician or from a state agency that is willing to give such a test. The important thing about the drug test is that it be administered by a person or agency that would be willing to vouch for its authenticity in court. There will likely be a fee for the drug test.

No You will need to wait until **3** years have passed since the end of your last sentence for any criminal offence before you can determine if you qualify to have your record sealed.

Question # 8

Were you convicted of one of the following Class 4 felonies:

- 720 ILCS 5/16-(b)(2) Theft
- 5/6-25(f)(1) Retail Theft
- 720 ILCS 5/17-1(d)(2) Deceptive Practice
- 720 ILCS 5/17-(d)(4) et seq; Forgery
- 720 ILCS 5/19-2 Possession of Burglary Tools

Excludes violent, gun-related and sexual-related offenses.

Yes Go to Question # 9

No Go to Question # 11

Question # 9

You were convicted of one of the Class 4 offenses listed in Question # 8. What date did you finish your probation, parole or other sentence?

____/____/____
mm/dd/yyyy

Has it been at least 3 years since that date?

Yes Go to Question # 10

No You will need to wait until **3** years have passed since the end of your last sentence for any criminal offence before you will qualify to have your record sealed.

Question # 10

Have you had any contact with the criminal justice system during that 3 year period.?

Yes You will need to wait until you have **3** years with no contact with the criminal justice system (except minor traffic offenses)

No You may petition to have your case sealed. You will need to complete [Request to Seal Criminal Records](#)

Question # 11

Were you convicted of one of the following Class 3 felonies:

- 720 ILCS 5/16-(b)(2) Theft
- 5/6-25(f)(1) Retail Theft
- 720 ILCS 5/17-1(d)(2) Deceptive Practice
- 720 ILCS 5/17-(d)(4) et seq; Forgery
- 720 ILCS 570/401 Possession with intent to Manufacture or Deliver Controlled Substance

Excludes violent, gun-related and sexual-related offenses.

Yes Go to Question # 12

No Go to Question # 14

Question # 12

You were convicted of one of the Class 3 offenses listed in Question # 11. What date did you finish your probation, parole or other sentence?

____/____/____
mm/dd/yyyy

Has it been at least 3 years since that date?

Yes Go to Question # 13

No You will need to wait until **3** years have passed since the end of your last sentence for any criminal offence before you will qualify to have your record sealed.

Question # 13

Have you had any contact with the criminal justice system during that 4 year period?

Yes You will need to wait until you have **3** years with no contact with the criminal justice system (except minor traffic offenses)

No You may petition to have your case sealed. You will need to complete [Request to Seal Criminal Records](#)

Question # 14

Have you been convicted of a Class 3 or Class 4 felony offense that is not violent, sex-related or gun related?

Yes Go to Question #15

No Go to Question # 16

Question # 15

You were convicted of a Class 3 or Class 4 felony. What date did you finish your probation, parole or other sentence?

____/____/____
mm/dd/yyyy

Has it been at least 5 years since that date?

Yes Your record may qualify to be sealed. You must first submit a Request for Consideration from the Illinois Prisoner Review Board through a Certificate of Sealing. You can find this information at www.illinois.gov/prb

No You will need to wait until **5** years have passed since the end of your last sentence for any criminal offence before you will qualify to have your record sealed.

Question # 16

Were you convicted of a Class X, Class 1 or Class2 felony or a felony determined to be violent, gun related or sex related?

- Yes** Your record may qualify for executive clemency and expungement (a pardon from the Governor). You submit a Petition for Executive Clemency to the Illinois Prisoner Review Board. See more information on their website at www.state.il.us/prb.
- No** Contact our office for assistance. Email us at expungement@osad.state.il.us or call toll free 866- 787-1776.

Special Information about Reckless Driving

Question # 1

Did you receive supervision for reckless driving?

Yes Go to question 2

No You may not seal this case.

Question #2

Did the incident occur before your 25th birthday?

Yes Go to question #3

No You may not seal this case.

Question # 3

Did the incident occur before January 1, 2013?

Yes Go to question #4

No You may not seal this case.

Question # 4

Do you have any convictions on your record for DUI or Reckless Driving?

Yes You may not petition to seal this case.

No Go to question #5

Question # 5

Have you reached the age of 26 or more?

Yes The incident occurred on or after January 1, 2013, prior to your 25th Birthday, you have no convictions on your record for DUI or Reckless Driving, and you have reached the age of 26, You may fill out the Option #1, Petition to Seal form.

No You must wait until you are at least 26 to expunge the case. Once you reach the age of 26 and the same circumstances stay as above, you may fill out the Option #1, Petition to Seal form.

Special Information about Misdemeanor Offenses

If you have been convicted of any of the following offenses OR received supervision and have any other conviction on your record, you do not qualify to seal these offenses.

- 625 ILCS 5/11-501 DUI, or
- 720 ILCS 5/26-5 Dog Fighting, or
- 720 ILCS 5/11-6.5 Indecent Solicitation of an Adult,
- 720 ILCS 5/11-7 Adultery (renumbered 720 ILCS 5/11-35, eff. July 1, 2011), or
- 720 ILCS 5/11-8 Fornication (renumbered 720 ILCS 5/11-40, eff. July 1, 2011), or
- 720 ILCS 5/11-9 Public Indecency (renumbered 720 ILCS 5/11-30, eff. July 1, 2011), or
- 720 ILCS 5/11-13 Marrying a Bigamist (renumbered 720 ILCS 5/11-45, eff. July 1, 2011), or
- 720 ILCS 5/11-14.1 Solicitation of a Sexual Act, or
- 720 ILCS 5/11-15 Soliciting for a Prostitute, or
- 720 ILCS 5/11-17 Keeping a Place of Prostitution, or
- 720 ILCS 5/11-18 Patronizing a Prostitute, or
- 720 ILCS 5/11-19 Pimping, or
- 720 ILCS 5/11-20 Obscenity, or
- 720 ILCS 5/11-21 Distribution of Harmful Material,
- A misdemeanor violation of Article 11 of the Criminal Code of 1961, except for prostitution, or

A misdemeanor violation that is a crime of violence as defined in Section 2 of the Crime Victims Compensation Act (740 ILCS 45/2), which includes but may not be limited to:

- 720 ILCS 5/12-3.2 Domestic Battery, or
- 720 ILCS 5/12-15 Criminal Sexual Abuse (renumbered 720 ILCS 5/11-1.50, eff. July 1, 2011), or
- 720 ILCS 5/12-5 Reckless Conduct, or
- 720 ILCS 5/12-30 Violation of an Order of Protection (renumbered 720 ILCS 5/12-3.4, eff. July 1, 2011), or
- 510 ILCS 70/1 A misdemeanor violation of the Humane Care for Animals Act, or
- 730 ILCS 150/1 Any offense or attempted offense that would subject a person to registration under the Sex Offender Registration Act.