

CERTIFICATES OF RELIEF FROM DISABILITIES & CERTIFICATES OF GOOD CONDUCT

These certificates help New Yorkers with criminal records reduce barriers to employment, licenses, housing, and serving on a jury.



LEGAL ACTION CENTER

www.lac.org
(212) 243-1313

| | Who is Eligible? | When to Apply? | How to Apply? | |
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| Certificate of Relief from Disabilities ("CRD") | People with any number of misdemeanors and a maximum of one felony* | Apply any time after your last conviction, including at your sentencing | If the conviction was in NY and you were not sentenced to state prison | Apply to the court where you were sentenced. You must apply for a separate CRD for each conviction.** |
| | | | If you served time in a NY state prison on your felony or have out-of-state or federal conviction(s) | Apply to DOCCS*** |
| Certificate of Good Conduct ("CGC") | People with two or more felony convictions on separate dates plus any number of misdemeanors*** | Apply after a waiting period based on your most serious conviction: Class A or B felonies - 5 years Class C, D, or E felonies – 3 years Misdemeanors - 1 year The waiting period starts when you were last released from incarceration OR at the time of your last criminal conviction if you were not incarcerated on that case. | After the required waiting period, apply to DOCCS You only need to apply for one CGC. Unlike the CRD, a CGC applies to all your convictions. | |

For full instructions and applications, visit the Department of Corrections and Community Supervision (DOCCS) website at https://doccs.ny.gov/system/files/documents/2019/08/DOCCS-CRD-Application_Instructions.pdf or call (518) 485-8953. You can also call LAC at 212-243-1313 for help completing your applications.

*Two or more felony convictions in the same court on the same day are treated as one felony when applying for a CRD.

**Each courthouse has its own procedures. Visit <http://nycourts.gov/courthelp/criminal/CRDApplication.shtml> for an application and information about how to contact the sentencing court.

***Certain jobs, including some law enforcement jobs, are considered "public offices" and require that all applicants with a criminal record have a CGC.