



Criminal Background Check Status

The instructions below will walk you through the process of checking the status of an existing criminal background check request (CBC Request) or scheduling your fingerprint appointment.

Check the Status of a CBC Request

1. Navigate to the [NMLS Resource Center](#).
2. Click the **Log into NMLS** button in the upper right corner.
3. Log in to your NMLS account.
4. Click the **Composite View** tab.
5. Click **View Individual** on the sub-menu.
6. Click **View Criminal Background Check Requests** on the left navigation panel.
7. From this page you can view the status of an existing request or click a link to schedule your fingerprint appointment if necessary (See Figure 1).

Status	Reason Closed	Status Date	Method	Fingerprints Taken Date
Pending Fingerprint		1/13/2010	Fingerprint	

Figure 1: View Criminal Background Check Request under Composite View

The following statuses may be displayed in the Criminal Background Check Requests section:

- **Pending Fingerprints:** A CBC request has been submitted, but prints have not yet been taken.
- **Processing Fingerprints:** A CBC request has been submitted, prints have been taken, and the background check is being performed.
- **Processing Name Check:** A background check is being performed using the “Name Check” method.
- **Closed:** The background check has been conducted. The reason closed field will reflect received, rejected, or illegible. Received indicates the process is complete, rejected

means information may be missing and illegible indicates prints must be retaken.

NOTE: Results are not provided to individuals, NMLS is only authorized to provide results to your regulator.

- *Expired:* Fingerprints were not taken within the 180 day allotted time of submitting the request. You are required to authorize through NMLS again and schedule an appointment to be printed.

For further assistance, please contact the NMLS Call Center at 1-855-NMLS-123 (1-855-665-7123).