



ICHAT Internet Criminal History Access Tool
Michigan State Police

Michigan.gov

 The Official State
of Michigan Website

Welcome to the **ICHAT**

The Michigan State Police **I**nternet
Criminal **H**istory **A**ccess **T**ool



ICHAT Internet Criminal History Access Tool
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Michigan.gov

The Official State
of Michigan Website

ICHAT

is the only public resource
for non-fingerprint-based
Michigan criminal history
background checks.



This tutorial is designed for the general public. There are other tutorials specially designed for PS&I (private security guard and burglar alarm) companies, government agencies, schools, churches, and non-profit charitable organizations.



ICHAT reports **DO NOT** display warrant information, suppressed records, local ordinance misdemeanors, traffic arrests, or criminal history information from other state or federal government agencies.



The first time you access ICHAT
you will need to register as a new
user.



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Background Search

ICHAT - Home



Search Results

The Internet Criminal History Access Tool (ICHAT) allows the search of public records contained in the Michigan Criminal History Record maintained by the Michigan State Police, Criminal Justice Information Center. All felonies and serious misdemeanors that are punishable by over 93 days are required to be reported to the state repository by law enforcement agencies, prosecutors, and courts in all 83 Michigan counties.

View Fee Charges

My Account

Suppressed records and warrant information are not available through ICHAT. Also not included are federal records, tribal records, and criminal history from other states. A search for a record that may be in another state requires that that you correspond with that state directly.

Shopping Cart

Anyone can perform a search through ICHAT. At a minimum, the full name of the person and his/her date of birth is required. A fee of \$10 is charged for each search.



click for tutorials

If this is your first time using the Internet Criminal History Access Tool (ICHAT), please select "Register"; otherwise select "Login" to proceed with a record search.

ICHAT accepts MasterCard, Visa, and Discover cards:



To access the Michigan Public Sex Offender Registry, click the following link: <http://mipsor.state.mi.us>

To begin, you must click **Register.**



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Registration



An * indicates required fields.

Helpful information about a particular field can be viewed by moving the mouse over the  image next to the field.

* Logon ID (E-Mail Address)

* Password

* Confirm Password

* Security Question

What city were you born in? 

* Security Answer

* First Name

Middle Name

* Last Name

* Address Line 1

Address Line 2

* City

* State

Michigan 

* Zip

* Country

United States 

Daytime Phone

Only government, non-profit charitable agencies and PS&I firms 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 cjicacchelp@michigan.gov

* Do you represent a government or non-profit agency or a PS&I firm?

No Yes

Agency Code

Save

Cancel

Complete all the fields marked with an asterisk.

If you are not sure what information to enter for a field, click on the question mark.

Registration

An * indicates required fields.

Helpful information about a particular field can be viewed by moving the mouse over the  image next to the field.

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* Do you represent a government or non-profit agency or a PS&I firm?

No Yes

Agency Code



Passwords must be six to twelve characters long and contain at least one letter, one number, and one special character (~`!@#\$%^&*()_ \-+=<>, .?/).

Example: abc@123
#1pass



General public users do not use agency codes. Only PS&I (private security guard and burglar alarm) companies, government agencies, schools, churches, and charities need to enter an agency code.



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Registration

An * indicates required fields.

Helpful information about a particular field can be viewed by moving the mouse over the  image next to the field.

* Logon ID (E-Mail Address)

JOHNSMITH@EMAIL.COM 

* Password

..... 

* Confirm Password

.....

* Security Question

What city were you born in? 

* Security Answer

LANSING

* First Name

JOHN

Middle Name

* Last Name

SMITH

* Address Line 1

333 S GRAND AVE

Address Line 2

* City

LANSING

* State

Michigan 

* Zip

48909 

* Country

United States 

Daytime Phone



Only government, non-profit charitable agencies and PS&I firms 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 cjicacchelp@michigan.gov

* Do you represent a government or non-profit agency or a PS&I firm?

No Yes

Agency Code

PSI1234 

Save

Cancel

When you have completed entering the necessary information, click **Save**.





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ICHAT - Home A A

 **Page contains messages:**

An activation link has been sent to your e-mail. Please be sure to check your junk mail folder as some e-mail programs recognize this e-mail as such. After you have activated your account, you will be fully registered to use ICHAT. Thank you for registering.

The Internet Criminal History Access Tool (ICHAT) allows the search of public records contained in the Michigan Criminal History Record maintained by the Michigan State Police, Criminal Justice Information Center. All felonies and serious misdemeanors that are punishable by over 93 days are required to be reported to the state repository by law enforcement agencies, prosecutors, and courts in all 83 Michigan counties.

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Anyone can perform a search through ICHAT. At a minimum, the full name of the person and his/her date of birth is required. A

An activation link will be sent to your e-mail in about five minutes after completing the registration process. You must activate your account to access ICHAT.



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**How to Use
ICHAT**
click for tutorials

Activate Account



Page contains messages:

User Account is not activated. You must activate the account to continue. If you did not receive the activation e-mail, send an e-mail from the address you used as your logon ID to MSP-CRD-ICHATHELP@michigan.gov with the subject "ICHAT Activation".

An * indicates required fields.

* Logon ID: ?

* Activation Code: ?

Activate Account

Cancel

If you attempt to login without activating your account, you will receive an error message.



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ICHAT accepts MasterCard, Visa, and Discover cards:



click the following link: <http://www.mipsor.state.mi.us>

Once you are registered, click **Login** to access your ICHAT account.





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Login

To access this page you are required to sign in to the ICHAT:

Sign In to ICHAT

E-mail address:

Password:

[Forgot your password?](#)

Don't have an ICHAT Account?

Register to create an ICHAT Account.

Login in with your e-mail address and password created when you registered. Although ICHAT displays what you will type in ALL CAPS, **do not** use the “Shift” or “Caps Lock” buttons except to enter special characters.



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Things to Remember about ICHAT:

- ICHAT search results are available to view and print online immediately once payment is approved. The results are available that day and for the next seven days; after the seventh day they will be deleted. The results are NOT mailed.
- **Just because the search is completed does not mean a criminal record was or was not located.**
- **ICHAT reports may not be accepted by all organizations. Check with the agency requiring the background check before paying for an ICHAT search.**
- **Social security numbers and driver's license numbers are not used. Many users were confused by how those items affected the search process.**
- **Users will now have to verify their data is correct before submitting it. If a user submits inaccurate data (such as a duplicate search, a misspelled name or wrong gender) they should correct it before checking out of the shopping cart.**
- **If you are not sure how the ICHAT searches work, please check the explanations below.**

The criminal history record contains public Michigan arrest, charge, conviction, and sentence information. The ICHAT system ONLY provides criminal history records that are available to the general public due to State of Michigan privacy policy. For information on what criminal records will and will not be released through ICHAT, please click on the **Information Reliability** feature below.

- [Information Reliability](#)
- [Name Matching Issues](#)
- [Record Challenge](#)
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For general ICHAT information click on the links that are on the middle of the home page.

[Perform Health Check](#)



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Things to Remember about ICHAT

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Features that can be accessed in ICHAT at anytime.

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- [Information Reliability](#)
- [Name Matching Issues](#)
- [Record Challenge](#)
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How to Use ICHAT

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- [Information Reliability](#)
- [Name Matching Issues](#)
- [Record Challenge](#)
- [How to Perform a Search](#)
- [Exiting](#)

[Perform Health Check](#)

To begin a criminal history search, click on **Background Search.**



Complete all the fields marked with an asterisk.

If there is an error in the info was successful. You must click

THIS SEARCH IS FOR YOU WILL HAVE TO P

what the error is or that the transmission the data field and click "submit".

RECORD IS FOUND

An * indicates required fields

* Last Name:

* First Name:

Middle Initial:

* Race:

* Sex:

* Year of Birth:

* Month of Birth:

* Day of Birth:

Other Middle Initial:

Other Last name:

Other First name:

Other Middle Initial:

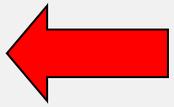
Other Last name:

Other First name:

Other Last name:

Other First name:

SID:



The SID field is for criminal record numbers only and is not required.

Submit Clear Fields Search Results



If you hit the **Enter** key on your keyboard, the information you enter will be automatically submitted, even if you are not finished entering the data.

Month of Birth: January
Day of Birth: 01
Year of Birth:

Other Last name:
Other Last name:
Other Last name:

Other First name:
Other First name:
Other First name:

Other Middle Initial:
Other Middle Initial:
Other Middle Initial:

SID:

Submit

After you are finished entering the data on the person whom you are searching, click **Submit**.

After your search has been completed, an order box will appear. "Items: 1" refers to the number of searches ordered. It does not mean that there is or is not a criminal count located.

History Access Tool
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REGARDLESS OF WHETHER OR NOT A CRIMINAL RECORD IS FOUND

Your Order

JOHN DOE
Race: White
Sex: Male
DOB: 1/1/1930

Item(s): 1
Total: \$10.00

Checkout

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Privacy Policy | Link Policy | Security Policy | Survey

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Background Search - Search



There is an error in the information that you have entered, you will be presented with an error message telling you what the error is or that the transmission is successful. You must click "ok" and you are returned to the previously entered data. To correct the error, re-key the data field and click "submit".

THIS SEARCH IS FOR STATE OF MICHIGAN RECORDS ONLY
YOU WILL HAVE TO PAY FOR THE SEARCH RESULTS REGARDLESS OF WHETHER OR NOT A CRIMINAL RECORD IS FOUND

* indicates required
Last Name:
Race:
White
Month of Birth:
January
Other Last name:
Other Last name:
Other Last name:
ID:
Submit

When you are done with your searches, you must pay for them before you can view the responses, so click **Checkout.**

Initial:
of Birth:
Middle Initial:
Middle Initial:
Middle Initial:

Your Order

JANE DOE
Race: White
Sex: Female
DOB: 2/29/1936

JOHN DOE
Race: White
Sex: Male
DOB: 1/1/1930

Item(s): 2
Total: \$20.00

Checkout





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Shopping Cart



[Search Results](#)

The following is the list of items in your shopping cart:

[View Fee Charges](#)

[My Account](#)

<input type="checkbox"/>	Description	Created Date	Price	Commands
<input type="checkbox"/>	JANE DOE (REGULAR SEARCH) Race: White Sex: Female DOB: 2/29/1936	10/26/2007 2:23:36 PM	\$10.00	X
<input type="checkbox"/>	JOHN DOE (REGULAR SEARCH) Race: White Sex: Male DOB: 1/1/1930	10/26/2007 2:20:53 PM	\$10.00	X

Total: \$20.00

Delete Items

Continue Shopping

Check Out

How to Use ICHAT

click for tutorials

Delete any searches you do not wish to pay for now, then click **Check Out** when you are ready to pay for the searches.





Payment Method

Welcome to
This process
Payment m
To begin th

ICHAT accepts all Visa, and Discover MasterCard, cards, whether it is a standard credit, prepaid credit, or debit card.

* Indicates required field

Choose method of payment

Pay by credit card

After entering the Billing Address and Payment Method click on **Next**.

Payment Information

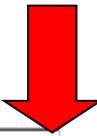
Michigan

If you are paying by credit card, billing address enter your credit card information.

To continue the payment process, click on

* Indicates required field

Billing Address	
*First Name:	Ted
M.I.:	<input type="checkbox"/>
*Last Name:	Kilvington
Street Line 1:	333 S. Grand Ave.
Street Line 2:	
City:	Lansing
State:	Michigan
Zip:	48909
Country:	UNITED STATES
Phone:	
*E-Mail:	KilvingT@michigan.gov



Payment Details
*Payment Amount: 20.00

Payment Method
*Name as it Appears on Card: Ted J Kilvington Jr
*Card Number: XXXXXXXXXX
*Expiration Date: * Month 01 * Year 2012

[Back](#) [Next](#) [Exit](#)



ICHAT

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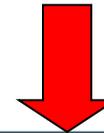
Michigan gov

Payment Review

To confirm your payment information

Confirm Payment
information is correct and
click **Pay Now.**

Address
Billing Address: Ted Kilvington 333 S. Grand Ave. Lansing, MI 48909 KilvingT@michigan.gov
Payment Method
Credit Card  Ted J Kilvington Jr x1111 01/12
Payment Amount
Amount: \$20.00
Total: \$20.00
Back Pay Now Exit



To view the results of the criminal history searches, click **View Responses**. Your results will not be mailed to you.

Your Order has been received and your credit card has been approved.

Order #: 774
Confirmation number: 11020100348985
Date: 2/1/2011 4:17 PM

[Click Here to View Results!](#)

[View Responses](#)

Your results will only be stored for seven days. It is your responsibility to print them off during that time.

Description	Created Date	Price
HERMAN DOE (REGULAR SEARCH) Race: White Sex: Male DOB: 7/4/1930	2/1/2011 4:06:12 PM	\$10.00
TED KILVINGTON (REGULAR SEARCH) Race: White Sex: Male DOB: 9/12/1968	2/1/2011 4:06:26 PM	\$10.00
		Total: \$20.00

YOUR RESULTS WILL NOT BE MAILED TO YOU.

Please print and retain the above information as reference to your order. **Thank You.**

After your credit card has been approved, you may print the **Order Summary** page off the screen for your records.



ICHAT ▾

Search Results - List



The following searches will be stored for 7 days from the initial search date. After the 7 day period, you will need to conduct another search in order to obtain the search results again. Please print the search results at your earliest convenience.

<u>Date of Search</u>	<u>Last Name</u>	<u>First Name</u>	<u>Order Num</u>	<u>DOB</u>	<u>Race</u>	<u>Sex</u>	Commands
10/27 12:28:03 PM	D					male	View Results
10/26 3:23:47 PM	DC	J	9	0 930	W	male	View Results

[New Search](#)
[View All](#)
[Print](#)

The Search Results page
 To view the results for
 You can sort this page
 using any of the
 underlined categories.



ICHAT ▶

Search Results - Detail

A

A

Data Searched on:

Last Name	First Name
DOE	JANE

Based on the information provided

A search of Michigan's Criminal History Database for convictions or criminal records

[Back to Search Results](#)

Microsoft Internet Explorer



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IMPORTANT

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The search results provided here may or may not be for the individual requested. Provide the individual with the opportunity to dispute the record. Taking adverse action without providing this opportunity may subject you to liability.

OK



When you click **View Results**, you will receive a pop-up with a disclaimer about the information. After you have finished reading it, click **OK**.



Data Searched on:

Last Name	First Name	Middle Initial	DOB	Race	Sex	More Criteria
DOE	JANE		5/1/1931	White	Female	

Based on the information provided, the following is a certified result of the search as of 5/24/2010 1:11 PM

A search of Michigan's Criminal History File has not located a criminal record meeting dissemination criteria that exactly matches the information you have provided. No record has been found on first name, last name, sex, and year of birth. Since arrests, convictions or criminal record deletions may occur at any time, do not use this information for future clearances.

[Back to Search Results](#)

To view the other searches in your summary, click **Back to Search Results.**

If a search of Michigan's Criminal History File does not locate a record that is an exact or close match for the person in question, this page will display.





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Search Results - Detail



Data Searched on:

Last Name	First Name	Middle Initial	DOB	Race	Sex	More Criteria
DOE	JOHN		1/1/1930	White	Male	

Based on the information provided, the following is a certified result of the search as of 5/24/2010 1:10 PM

A search of Michigan's Criminal History File has not located a criminal record that exactly matches the information you have provided.

However a record has been found that exactly matches on last name, sex, and year of birth and is an exact or similar match on first name and is provided below.

If a search of Michigan's Criminal History File cannot locate a record that exactly matches but is able to find a close match for the person in question, this page will display.

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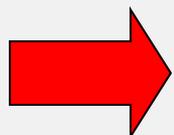
Search Results - Detail



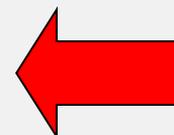
Data Searched on:

Last Name	First Name	Middle Initial	DOB	Race	Sex	More Criteria
DOE	HERMAN		7/4/1930	White	Male	

Based on the information provided, the following is a certified result of the search as of 5/24/2010 1:18 PM



[Click Here to open the Printer Friendly Version page!](#)



THE RECORD RESULTS
LIMITATIONS THAT M
ACTION BASED SOLELY
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If a search **does** locate a criminal history that exactly matches, this page will be presented.

CHAT SYSTEM HAS
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T INDIVIDUAL THE
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NOTE: The fields that are highlighted do not match exactly what was entered by the user.

MICHIGAN CRIMINAL HISTORY RECORD INFORMATION MEETING DISSEMINATION CRITERIA
FOR SID: 0000497J AS OF 05/24/2010

NAM: DOE, HERMAN DAVID

SID: 0000497J

RAC: W

SEX: M

DOB: 07/04/1930

FBI:

HGT: 509

WGT: 150

HAI: BRO

III: UNKNOWN

EYE: BLU

POB: MI

MNU:

: 998877

AFIS PRINTS AVAILABLE: NO

PALM PRINTS AVAILABLE: NO

PHOTO AVAILABLE: NO

SCAR/MARK/TATTOO:

CRIP R ET

SC L ANKL

SC FACE

ADDITIONAL IDENTIFIERS

8/12/1930

NAM: DOE, JOHN

DOE, HENRY DANIEL

If there is any information in the identifiers that does not match what was entered, it will be highlighted on the criminal history record.

It is important that the information in the criminal history record is in

The charge segment will contain information about the criminal

The judicial segment will be reviewed by the prosecutor

segment will contain information about the conviction and sentence and is provided by the court.

If you have further questions about reading a criminal record, please view the “How to Read a Criminal History” tutorial.

Procedures for Correcting a Record

The steps for correcting a mistaken or inaccurate record are as follows:

1. Records That Do not Belong to the Individual Whose Name has Been Searched

- If the individual believes that the record does not belong to him or her, the individual should go to the nearest law enforcement agency and request to be fingerprinted on a state applicant fingerprint card for the purposes of "Record Challenge"; call ahead to verify fees and/or service hours. There is no charge for such fingerprinting if it is done at a Michigan State Police post.
- This card should be mailed to the Criminal Records Division with a copy of this record and a letter requesting the Criminal Records Division to verify that the enclosed criminal record does not belong to him/her. There is no fee. The address is:

**Michigan State Police -- CRD
Attn: Record Challenge
P. O. Box 30634
Lansing, MI 48913**

2. Inaccurate Records

- Sometimes records inadvertently contain errors. For example, the nature or date of the conviction might be wrong, or the record might contain a conviction that should have been removed from the record.
- In such cases the individual should obtain certified copies of the court judgment or other documents which show that the information contained on the criminal record is incorrect. If the proof provided is satisfactory, the Michigan State Police will modify the record accordingly. You may send the documents to:

**Michigan State Police -- CRD
Attn: Record Correction
P. O. Box 30634
Lansing, MI 48913**

**At the bottom of every criminal history
provided by ICHAT are
Procedures for Correcting a Record.**



ICHAT ▾

View Fee Charges - List



Your Fee Charges:

<u>Date of Search</u> ▾	<u>Last Name, First Name, DOB</u>	<u>Order Num</u>	<u>Order Status</u>	<u>Confirmation Num</u>	<u>Search Type</u>	<u>Total Price</u>
7/16/2007 3:57:09 PM	DOE, JOHN, 01/01/1930 DOE, JANE, 02/29/1936	266829	Closed	06082900020166	Regular Search	\$20.00
2/1/2007 8:57:13 AM	MCGAB, BAGBAG, 02/20/1930	20136	Closed	06082900020150	Regular Search	\$10.00
1/4/2007 3:48:17 PM	SMITH, BUDDY, 01/01/1950 BRAUN, CHARLOTTE, 01/01/1950	124	Closed	06082900020145	Regular Search	\$20.00

[View All](#)

Another feature of ICHAT is the **View Fee Charges** page, which lists all ICHAT charges (but not results) since January 2007.



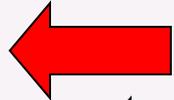
- [My Account](#)
- [Background Search](#)
- [Search Results](#)
- [View Fee Charges](#)
- [Shopping Cart](#)



My Account

Manage Profile: [Manage Profile](#)

Store and edit your frequently used addresses: [Manage Addresses](#)



On this page you can choose to change your account profile or add / delete your billing addresses.

Yet another ICHAT feature is the My Account page.



ICHAT Internet Criminal History Access Tool
Michigan State Police

Michigan.gov

The Official State
of Michigan Website

Contact us if you have questions or
need additional assistance.

ICHAT Coordinator 517-241-0713

Help Desk 517-241-0606

MSP-CRD-ICHATHELP@michigan.gov