

## **CRIMINAL RECORD CHECK**

### **Oklahoma State Bureau of Investigation (OSBI) Criminal History Information**

All prospective nursing students must obtain an OSBI Criminal History Information inquiry which includes the sex offender check. Applicants must submit the OSBI Criminal History Information to the School of Nursing by the admission deadline.

#### **Students may mail completed application with a self-addressed stamped envelope:**

Oklahoma State Bureau of Investigation  
Criminal History Reporting Unit  
6600 North Harvey, Building #140  
Oklahoma City, Oklahoma 73116

#### **Application may also be made in-person:**

The OSBI office is located in Broadway Executive Park, Building 6. From 63rd St., turn north onto Harvey Place. The office is 1 block north of 63rd. Public entrance is located on the south side of building

**The Cost is \$15.00** – Payable in cash, cashier's check, money order or credit card (NO PERSONAL CHECKS ACCEPTED)

PLEASE NOTE: In-person service for a single record check usually requires a wait of ten to fifteen minutes. Regular mail requests are processed and returned in one to three weeks from the date they are received. Same-day or next-day service for priority mail or overnight express requests submitted with prepaid returns.