UCSD Police Department

9500 Gilman Drive #0017
La Jolla, CA 92093-0017
(858) 534-4361
police.ucsd.edu

Request for Letter of Good Conduct

Reason for request:

___ Education Abroad

___ Work Abroad

___ Visa Application

___ Immigration

___ Other, please specify_____

Name: _____, _____ _____

Last First Middle

Address:

_____

Telephone Number: _____

Date of Birth: _____ Social Security Number: _____

Driver's License Number: _____ State: _____

Years Attended UCSD (i.e. 2000-2004): _____

The UCSD Police Department issues letters of good conduct to assist members of the community with foreign travel requirements. State law prevents the UCSD Police Department from including records information maintained by other law enforcement agencies. The clearance process may take up to 5 business days.

Good conduct letters based on California criminal history information may be obtained from the California Bureau of Criminal Identification by calling 916-227-3822. A packet with instructions will be mailed to you. The clearance process takes 4 to 6 weeks and a fee is required.

Good conduct letters may be obtained from the Federal Bureau of Investigation by calling 304-625-3878 for instructions, or by visiting the FBI web site at www.fbi.gov. The clearance process takes 5 to 6 weeks and a fee is required.

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