

What's NEW

EXPEDITED PARDONS PROCESS and NOTICE

The Board is in the process of drafting regulations to implement an Expedited Pardons Process as required by Public Act 15-2. Under this new law, the Board of Pardons and Paroles will consider applications to grant a Full Pardon *without* a hearing for persons convicted of non-violent offenses where there is no victim interest. It is expected that the rules governing this process will be available by July 1, 2016.

This Notice is being provided in accordance with Public Act 15-2 and will be distributed to all individuals upon:

- sentencing;
- release from the Department of Correction (DOC); and
- completion of parole, probation or Conditional Discharge.

BOARD OF PARDONS AND PAROLES MISSION:

The Mission of the Board of Pardons and Paroles is to facilitate the successful reintegration of suitable offenders into the community.

BOARD OF PARDONS AND PAROLES VISION:

- Reduced recidivism;
- More investment in crime prevention;
- Reduced victimization;
- Less violent, safer communities;
- An increased capacity to measure all of the above

FOR MORE INFORMATION

Address:

Connecticut Board of Pardons and Paroles
55 West Main St.
Waterbury, CT 06702

Phone Numbers:

(203) 805-6605 Parole Division
(203) 805-6643 Pardons Division
(203) 805-6652 Fax

Email:

ct.bpp@ct.gov

Website:

www.ct.gov/bopp

Hours:

Monday - Friday
8:30 a.m. - 4:30 p.m.

The Pardons Process

*State of Connecticut
Board of Pardons
and Paroles*



Carleton J. Giles

Chairperson

GENERAL INFORMATION

The Board can grant the following types of relief:

- **Full Pardon**
- **Certificate of Employability**
- **Clemency**

What is a Full Pardon?

A Full Pardon results in the erasure of your CT criminal record. Only your entire criminal history will be considered for a Full pardon. You cannot apply for erasure of one offense and not another. The Board may also grant a Full Pardon with a condition.

Who can apply?

You may apply three (3) years after the date of disposition for your most recent Misdemeanor conviction and five (5) years after the date of disposition for your most recent Felony conviction. You cannot be on parole or probation.

How do you apply?

Applications can be found on the Board's website at www.ct.gov/bopp or by calling the Pardons Unit at the Board of Pardons and Paroles at (203) 805-6643.

The Board may require your presence at a hearing. You will be notified by letter of the Board's requirements regarding appearances. You may be required to appear even if you do not currently live in Connecticut. Your chances each time you apply are based on your eligibility and suitability (i.e., whether or not you should have your offenses "excused" so you may work or retain a license, or whether you should have your criminal record erased.)

What is a Certificate of Employability?

A Certificate of Employability is for employment and licensing purposes only. It does not erase your criminal history.

The Certificate is meant to provide individuals convicted of crime(s) relief from barriers or forfeitures to employment, or the issuance of licenses.

Who can apply?

- Any resident of Connecticut who has been convicted of a crime or crimes in any state or jurisdiction.
- If you are currently under supervision by the Parole and Community Services Division of the Department of Correction and have successfully completed 90 days of supervision.
- If you have successfully completed your sentence, are not currently under supervision, have no new arrest(s) and have been in the community for a minimum of 90 days.

For individuals under **Probation Supervision**, you should apply through the **Court Support Services Division (CSSD) of the Judicial Branch.**

Note: If you are currently incarcerated, you do not qualify for a Certificate of Employability. For incarcerated offenders or individuals currently on probation, or any form of parole, who are seeking a Full Pardon, or commutation of your sentence, please use the "**Application for Clemency by Current Offender**" form. This form can be found at www.ct.gov/bopp.

How do you apply?

The information, instructions and application are available online at the Board of Pardons and Paroles' website (www.ct.gov/bopp.) Although the application may be filled

out online, it must be printed, signed, notarized and mailed to the Board.

Similar to the application process for a Full Pardon, your application for a Certificate of Employability will be reviewed and investigated. Upon completion, the Board will conduct an administrative review. At such time, the panel will deny or grant the issuance of the Certificate. Applicants do not appear before the Board.

What is Clemency?

Clemency applies to individuals currently serving a sentence. It may result in any of the following:

- release of the individual without further obligation to the sentence;
- a reduction in the term of the sentence;
- erasure of the CT criminal record; or
- commutation from the death penalty.

Who can apply?

Individuals currently serving a sentence as follows:

- sentence of *8 or more years*—eligible after 4 years
- sentence of *less than 8 years*—eligible after 50%

How do you apply?

Applications can be obtained from the Correctional Facility where the offender is housed, on the Board's website at www.ct.gov/bopp or by calling the Board of Pardons and Paroles at (203) 805-6643.

The Board holds two (2) clemency hearings per year.