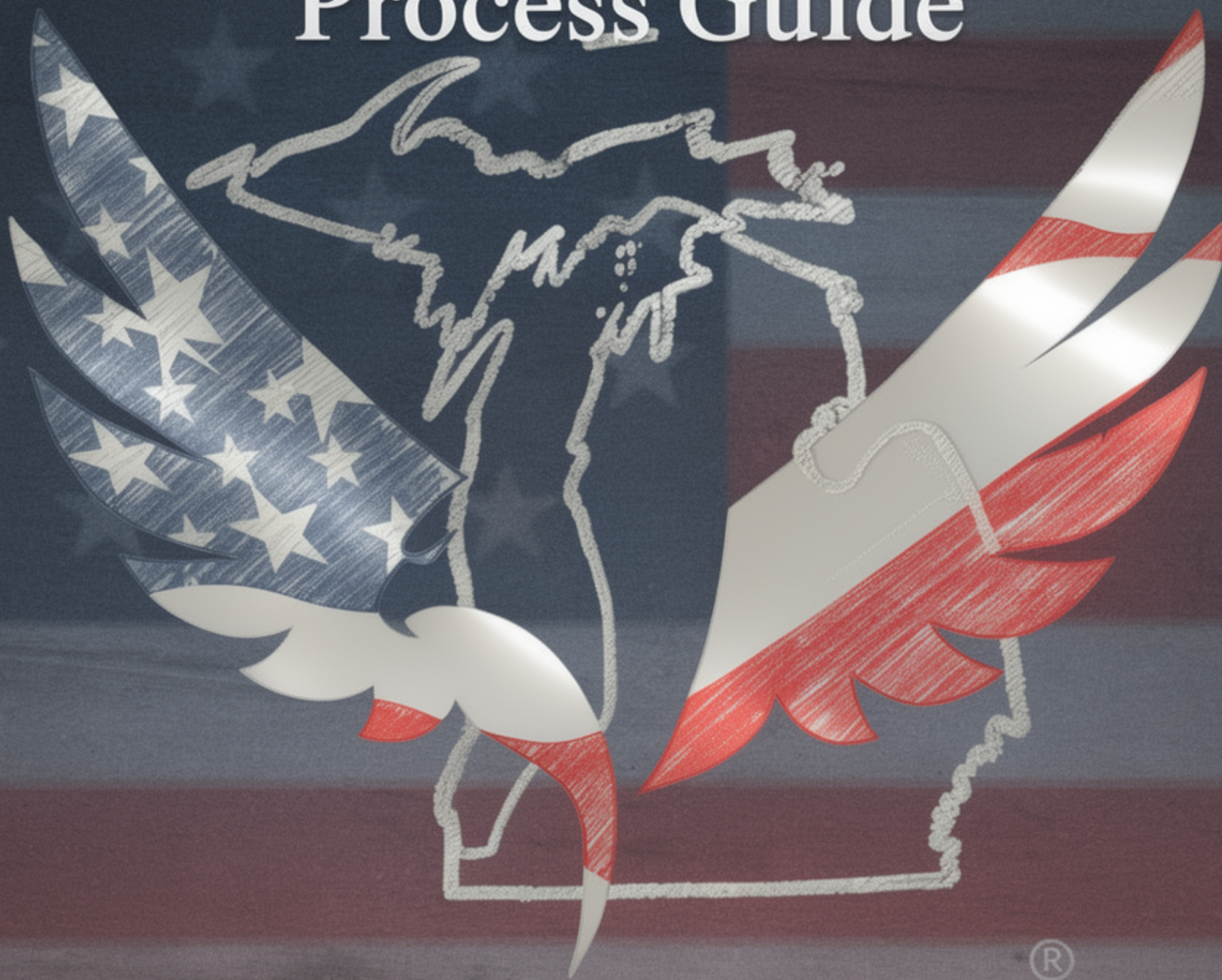


# Michigan CPL Process Guide



Concealed Carry Training Company<sup>®</sup>

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## To apply for a Michigan Concealed Pistol License (CPL)

You must apply in person at your county clerk's office. The County Clerk that matches your address on your Driver's License or State of Michigan Identification Card. You must receive mail at the address on your driver's license or state id. If you have not updated your address with the Secretary of State you can do that here [State of Michigan Secretary of State Address Change](#).

### 1. Complete a Pistol Safety Training Course

New applicants must complete an approved safety training course within **five years** preceding the application date. Concealed Carry Training Company teaches this course. [Schedule your training class](#) today!

- **Class Requirements:** The course must be at least **8 hours** long, including 3 hours of range time, with a minimum of 30 rounds,

To be accepted by a Michigan County Clerk, a Concealed Pistol License (CPL) training certificate must meet strict legal requirements under [Michigan Compiled Law 28.425j](#).

### Mandatory Language and Statements

The certificate must explicitly state the following:

- **Compliance Statement:** The exact phrase "This course complies with section 5j of 1927 PA 372" must appear on the certificate.
- **Completion Statement:** A statement that the individual named has **successfully completed** the course.

### Required Instructor Information

The certificate must contain the following details regarding the person who taught the class:

- **Instructor's Name:** The printed name of the course instructor.
- **Instructor's Signature:** An **original, handwritten signature** from the instructor.
- **Contact Information:** The instructor's telephone number.
- **Certification Authority:** The name and telephone number of the state agency or national firearms training organization (e.g., [NRA](#), [USCCA](#)) that certified the instructor. **Credential Details:** The instructor's certification number (if applicable) and the **expiration date** of their instructor certification



## Validity and Timing

- **Five-Year Limit:** The training must have been completed within five **years** immediately preceding your application date.
- **Official Document:** You must present the **original** training certificate when filing your application at the County Clerk's Office.

2. **Prepare the Application** Fill out your CPL APPLICATION as provided with these instructions or get one at your local County Clerk's office.

- Check your county specific contact information for your County Clerk and Sheriff's offices procedures and administrative hours. The County Clerk & Sheriff contact sheet is part of our digital file.
- **DO NOT SIGN:** Fill out the application, but **DO NOT SIGN** it until you are at the Clerk's office. It must be signed under oath in the presence of a clerk or clerk's agent.

3. **Visit the County Clerk:** Bring the following materials to your local county clerk's office:

- **Identification:** A valid Michigan Driver's License or State ID showing your current address in that county.
- **Training Certificate:** Your original course completion certificate.
- **Fees:** The total fee is typically **\$115** (\$100 for the application and \$15 for fingerprinting)
- **Sign Application:** When directed by county clerk or clerk's agent.

## 4. Get Fingerprinted

- Upon paying all applicable fees and filing the application, the applicant must have classifiable fingerprints taken by the county clerk, state police, sheriff's office, local police agency, or other entity that provides fingerprinting services.
- **Location:** This is often done at the Clerk's office, but some counties may require an appointment with the Sheriff's Department or a private vendor like [IdentoGO](#).



- The entity providing fingerprinting services shall issue a receipt when fingerprints are taken so long as the applicant has provided an application receipt. The fingerprinting receipt must contain:
  - Name of the applicant.
  - Date and time the receipt is issued.
  - The amount paid.
  - The name of the entity providing fingerprint services.
  - The applicant's state issued driver's license or personal identification card number.
  - The statement "This receipt was issued for the purpose of applying for a CPL. As provided in section 5b of 1927 PA 372, MCL 28.425(b), if a license or notice of statutory disqualification is not issued within 45 days after the date this receipt was issued, this receipt shall serve as a CPL for the individual named in the receipt when carried with an official state issued driver's license or personal identification card. The receipt is valid as a license until a license or notice of statutory disqualification is issued by the county clerk. This receipt does not exempt the individual named in the receipt from complying with all applicable laws for the purchases of firearms."
  - Possession of a valid receipt of application for a CPL does not exempt the holder from the requirement to obtain a license to purchase a pistol or exempt a firearms dealer from running a background check prior to the sale of a pistol.
- The entity providing fingerprint services will fingerprint the applicant and immediately forward the fingerprints to the MSP for processing.
- **Deadline:** You must be fingerprinted within **45 days** of submitting your application, or it will be withdrawn. This will result in re-applying with full fees due again.

## 5. Receive Your License

The County Clerk must issue your license or a notice of disqualification within **45 days** from the date your fingerprints were taken. It will be mailed directly to the address on your application. CONGRATULATIONS when you receive your CPL in the mail! You may now carry concealed in Michigan and all states that have [reciprocity](#) with Michigan, in accordance with each states laws.

[CC 79, Claim of Appeal on Application for Concealed Pistol License](#)




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*The information provided in this course, on our materials, and through Concealed Carry Training Company is for educational purposes only. Nothing here should be interpreted as legal advice. Firearm laws can change quickly, and you should always consult with a licensed attorney for legal advice.*

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