

## **Police Officer Application Information**

The following list of information should be collected and used to complete the police officer application. The application will be provided on the testing day.

- Information on spouse/finance'/girlfriend/boyfriend/ex-spouse: name, date of birth, age, place of birth, address, home/work/cell phone numbers, e-mail address, place of employment, address of employment
- Information on father/mother/step-parents/brothers/sisters/in-laws/(ex)In-laws: name, date of birth, age, place of birth, address, home/work/cell phone numbers, e-mail address, place of employment, address of employment
- List of all residences during the past 10 years
- Education: name, address, grade level, dates attended for elementary, middle, and high schools
- Higher Education: name, address, hours earned, dates attended, GPA, degree & major for all colleges and universities attended
- Vocational schools: name, address, dates attended
- List of awards, honors, scholarships earned from school or work
- List of any special licenses held (pilot, radio operator, scuba, concealed handgun permit)
- Military Service: most recent supervisor's name, phone number, e-mail address
- List of all operator's licenses held since age 15
- Year, make, model, license plate number, license plate state for all vehicles currently owned or leased
- Vehicle Insurance: company name, type of vehicle, type of coverage
- List of ALL citations received during your lifetime (including deferred, dismissed, and defensive driving)
- List of ALL automobile accidents where you were the driver: date, agency, citations issued
- Employment: List of all jobs held including military, part-time, temporary, seasonal, or periods of unemployment. Include: employment dates, business name, business address, phone number, job title, salary, shift/hours, supervisor's name and phone number, co-worker's name and phone number, description of duties, reason why you left, amount of notice given upon leaving
- List of ALL law enforcement agencies previously applied with: agency name, position, date applied, disposition
- Financial accounts: name and address of bank, account number and balance
- List of any company/individual/other to whom you are indebted: name, type of account, amount owed, monthly payment

- Six personal references: name, date of birth, age, years known, home/work/cell phone numbers, e-mail address, place of employment, occupation, address of employment
- Foreign travel: dates, location, purpose of visit
- Memberships in organizations: name of organization, office held, dates
- Hobbies and sports: type, how long, proficiency level
- Criminal activities: agency, charge, date, disposition for any incident you were questioned, detained, interrogated, indicted, arrested, or charged with a crime by any law enforcement agency
- Documents needed:
  1. Photo taken during the past 90 days
  2. Military Form DD214 (if applicable)
  3. Certified high school transcript or copy of GED
  4. Certified college or university transcripts
  5. Certified copy of birth certificate
  6. Final dispositions on arrests (if applicable)
  7. Final dispositions of citations received within the previous 3 years (Obtained by calling court where citation was issued. Will show how the citation was cleared – paid, dismissed, community service etc.)
  8. Copy of marriage license(s)
  9. Copy of divorce decree
  10. Copy of naturalization papers (if applicable)
  11. Copy of drivers license, automobile insurance card, and social security card