

PEACE OFFICER STANDARDS & TRAINING

FULL-TIME LAW ENFORCEMENT APPLICATION FOR CERTIFICATION - PART I

READ THE INSTRUCTIONS ON PAGE 2

In accordance with the Law Enforcement Officers Training Program (LEOTP) MCA § 45-6-1 et al. Warning: MCA § 97-7-10

Fraudulent Statements and board. This statute authorizes BLEOST in § 45-6-11 (7) to	s a fine of up	to \$10,000.00 and a	jail sentence of up to	5 years. Fu	ırther, the L		
1. Name:			2. SSN	:			
Give Full Name - Fir	st Middle Last						
3. Date of Hire:/_	4.	Date of Birth:	5. Title	/Rank: _			
6. Department: Dept.'s			7. Tele	phone: _			
8. Address:							
Post Office Box	or Street			Ci	ty & Zip Cod	le	
9. Has the applicant eve Number		ified under the LE High	EOTP? No() Ye	s () 1C). Certific	ate No. ₋	
11. Education , Years Co	mpleted	, School Diplo	ma or GED _	, De	gree(s) _		
12. Employment Record		. ,	with your most pr 1 sheet of paper if			nt and w	ork back
Agency/Departm	ent	Position	City/State		Month	Day	Year
				From:			
				To:			
				From:			
				To:			
				From:			
				To:			
				From:			
				To:			
In		es of certificates	ment training cons		ditional 8		
Name of Course	L	ocation	Course Length		Month	Day	Year
				From:			
				To:			
				From:			
				To:			
				From:			
				To:			

Instructions

Complete Parts I, II and III of the "Application for Certification" form for all newly hired <u>full-time</u> law enforcement officers. Return the form to the Board on Law Enforcement Officer Standards and Training (BLEOST) within thirty days of the officer's date of hire.

Part I

Type or print in ink when completing this form. Record the applicant's full name, social security number, date of hire as a full-time law enforcement officer, date of birth, current position or rank, the name of the employing agency/department, the department's telephone number and mailing address. Check whether or not the applicant has ever been certified under the Law Enforcement Officers Training Program (LEOTP). If the answer is yes, enter the applicant's certificate number. State the number of years of education completed by the applicant. Check whether the applicant has a high school diploma or GED, and denote any degrees earned other than a high school diploma or GED (i.e., BS - Bachelor of Science, BA - Bachelor of Arts, etc.).

List all past employment that has been held by the applicant, beginning with the applicant's most previous employment and working back. Include the name of the employer, the position held, the city and state where employed, and the dates of said employment.

List all law enforcement training consisting of eighty (80) hours or more that has been successfully completed by the applicant. Include copies of the certificates of completion and any other documentation available, such as a course curriculum.

Part II

This portion of the form must be completed by the applicant. <u>Circle</u> the answer that applies. A "yes" answer to any of these questions does not automatically bar anyone from obtaining certification. Any of the questions, items one (1) through nine (9) that are answered "yes" must be explained to the Board. The explanation must be typed or printed in ink on a separate eight and a half (8½") by eleven (11") inch sheet of paper, signed and dated by the applicant and include all related court documents.

All crimes must be reported, to include alcohol and drug related offenses. The only exceptions to this requirement are traffic offenses where the fine is less than one hundred dollars (\$100.00) and where the applicant has had fewer than four (4) traffic offenses within the preceding twenty-four (24) months. All traffic offenses involving drugs or alcohol, are to be reported regardless of the fine. Any alternative to sentencing that has been decreed by any political subdivision must be reported including, but not limited to: pre-trial diversion, probation, fines, restitution, or community service. The applicant must sign and date "Part II - Applicant's Background Investigation Review" before a Notary Public.

Part III

This part of the background investigation review must be completed by the head of the department or someone with authority to sign as the department head. There must be a letter on file, at this office, stating specifically who has the authority to sign as the department head. This letter of authorization will have to be signed by the head of the department.

Each procedure must be <u>initialed</u> (ex. - <u>JD</u> 1. A personnel ...) by the agency head to indicate completion of said procedure. The applicant's fingerprints must be submitted to the Criminal Information Center of the Mississippi Department of Public Safety (see the address below). If procedure number four (4) is not applicable to the officer in question enter N/A in the space provided. "Part III - Agency's Background Investigation Review" must be signed and dated before a Notary Public by the department head or someone with authority to sign as the department head.

Criminal Information Center/MJIC

Department of Public Safety

"Fingerprints"

3891 Highway 468 West

Pearl, Mississippi 39208

Telephone # - (601) 933-2670; Fax # - (601) 933-2676

PART II - APPLICANT'S BACKGROUND INVESTIGATION REVIEW

Important, read the instructions before completing this form

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		Circle	
	Have you ever been a defendant in a court martial, Article 15, Captain's Mast or other nonjudicial punishment?	Yes	
2.	Has a judgement ever been issued against you?	Yes	
3.	Have you ever been arrested or charged with a crime?	Yes	No
4.	Have you ever received any alternatives to sentencing such as probation before judgement, pretrial diversion, nor adjudication of guilt or have you ever had an expungement?	ı- Yes	No
5.	Have you ever been found guilty or pled guilty or no contest to a crime?	Yes	No
6.	Have you ever been refused a surety bond or turned down for employment that required a surety bond?	Yes	No
7.	Have you ever: (a) been suspended for any reason from any employment; (b) been terminated from any employmen (c) resigned to prevent termination from any employment; (d) resigned prior to, during or at the conclusion of an such investigation into your activities?		No
8.	Have you ever been addicted to or hospitalized for the use of alcohol or drugs?	Yes	No
9.	Have you ever had a certificate, license or privilege removed, revoked, suspended, or voluntarily relinquished th same under state, federal or other laws?	e Yes	No
he is r epu nve vhe	e undersigned do hereby authorize and direct any duly authorized representative of a public safety agency POST full and complete disclosure of any information, public and private, pertaining to myself or my elequired by the POST regarding my certification and my qualifications to be a certified law enforcemently intent to provide full and free access to all information about me including my: work record, backgutation, military records, educational records, financial status, criminal history and/or arrest record, information files, job performance, attendance records, complaints or grievances, records or recollections of ether representing me or another person in any case in which I have had an interest, polygraph examination irs investigations, discipline files and files which are deemed to be confidential and/or sealed.	mployn t office ground ormatic f attori ns, inte	ment er. It and on in neys ernal
	elated to my certification application and record to any duly authorized representative of a public safety		
ndi equ	reby release the POST and its authorized agents, the public safety agency and its authorized agents and vidually and collectively, from any and all liability or damages that may result from furnishing the injusted, including any liability or damage pursuant to any state or federal laws. I understand that stream transfer in a criminal nature surface, the information may be turned over to the appropriate authorities.	nforma should	ation
ha ela hat hat he xp	the undersigned, do hereby swear and affirm that I am a citizen of the United States, by birth or naturalized never been convicted, pled guilty, pled nolo contendere, fined, ordered into probation or pre-trial of tion to a felony or a misdemeanor involving moral turpitude, that I have a valid high school diploma or its my discharge (if any) from the Armed Forces was under honorable conditions, that I am of good moral I have provided my employer with a full explanation (without any omissions) of each and every "yes" above questions, one (1) through nine (9) of Part II of the "Application for Certification" form, and lanations (if any) are attached to this form, that I am at least twenty-one (21) years old, that I have erstand this form, all the instructions contained therein and do hereby confirm that all of the information is application and/or all other information I furnish in conjunction with my application is true and corre	liversice equival charace answe that the reade conta	lent, cter, er to hese and
Vit	ness my signature this, the day of, 20,		
Appl	icant's Signature Print Applicant's Name		
	Notary Public		
ne d orn	the undersigned authority in and for County and State, do hereby above individual did personally appear before me. Who being by me first duly sworn on oath, depose and or she is the individual named in Part II of the "Application for Certification and Background Investigation, and that the said individual signed Part II of the foregoing "Application for Certification and Estigation Review" form.	n Revi	iew"
SIV	EN under my hand and official seal this, the day of, 20		
	Notary Public		

PART III - AGENCY BACKGROUND INVESTIGATION REVIEW

Warning: MCA § 97-7-10 "Fraudulent Statements and Representations" provides for severe penalties for misrepresentations or fraudulent statements to a Board. This statute authorizes a fine of up to \$10,000 and a jail sentence of up to 5 years. Further, the Law Enforcement Officers Training Program authorizes the Board in MCA § 45-6-11 (7) to cancel and recall any certificate obtained through misrepresentation or fraud.

obtaine	d through misrepresentation or fraud.
complet exception	ency head or authorized signatory must <u>initial</u> (ex <u>JD</u> 1. A personnel) the procedures that have been ted on the applicant named in this form. All the procedures are required to be completed with the possible on of procedure number four (4). If the applicant has not served in the military enter N/A in the space provided.
	A personnel file on the applicant has been created and is being maintained at this agency. The file includes a release of information form or a letter allowing the release of information signed by the applicant. Copies of all the documents referenced below, in items two (2) through seven (7) of Part III of the "Application for Certification" form, are included in this file. This file will be maintained as long as the applicant is employed with this agency, and the file will be made available to the BLEOST upon receipt of a written request.
2.	A complete background investigation on the applicant has been performed, has been reviewed by me and a copy of the background investigation is included in the applicant's personnel file.
	The applicant's fingerprints have been submitted to the Criminal Information Center of the Mississipp Department of Public Safety as a part of the background investigation and a copy of the FBI report will be included in the applicant's personnel file.
	The applicant's official Certificate of Release or Discharge From Active Duty (D.D. Form 214) has been reviewed by me and a copy is included in the applicant's personnel file.
5.	The applicant's official documentation certifying successful completion of high school or completion of the General Educational Development (GED) Testing Program has been reviewed by me and a copy is included in the applicant's personnel file.
${\text{initial}}$ 6.	I have reviewed appropriate official documents certifying the applicant's age and citizenship and copies of said documents are included in the applicant's personnel file.
7.	The applicant has completed a medical examination by a licensed physician and the results have been reviewed by me. A copy of said examination is included in the applicant's personnel file.
backgro includin those at to the o to perfo contact characte or pre-ti enforce	undersigned, do hereby swear and affirm that I or individuals under my supervision have made a thorough and investigation of this applicant, (print applicant's name) g any answers of "yes" to questions one (1) through nine (9) in Part II of this form and written explanations for any swers are attached. I certify that all the procedures in Part III, one (1) through seven (7), that are applicable of the ficer in question have been completed, that to the best of my knowledge the applicant is physically qualified form duties as a law enforcement officer, that the applicant is at least twenty-one (21) years of age, that I have need each of the applicant's past employers (if any), that I am satisfied that the applicant is of good moral er, that the applicant has never been convicted, pled guilty, pled nolo contendere, fined, ordered into probation rial diversion in relation to a felony or a misdemeanor involving moral turpitude, and that the applicant is a law ment officer as defined in MCA § 45-6-3 (c). Sex my signature this, the day of, 20
	- m, e.g., and, and, and, and, and, and
Agency H	lead's/Authorized Signatory's Signature Title
	Notary Public
he or sh form, a Investig	undersigned authority in and for County and State do hereby attest that ve individual did personally appear before me. Who being by me first duly sworn on oath, depose and state that he is the individual named in Part III of the "Application for Certification and Background Investigation Review" and that the said individual signed Part III of the foregoing "Application for Certification and Background ation Review" form.
GIVEN	under my hand and official seal this, the day of, 20

Notary Public _____