

Texoma Regional Police Academy
(903) 463-8710
trpa@grayson.edu

Step 1: Application to Texoma Regional Police Academy

Obtain an enrollment application from the Texoma Regional Police Academy. Complete the application and return to the Academy. Attach a **certified copy** of your High School Transcript, GED, or College Transcript with the application and a copy of your DD214 if you have been in the military. Wait for approval before going to the next step.

Step 2: Application to Grayson County College

1. Fill out the application for Admission to Grayson County College This can be done online at <http://www.grayson.edu/> Certified copies of your High School or any college transcripts will be required after being accepted by GCC. Apply for financial aid at this time if applicable

When filling out the GCC application on line, answer the following questions in this manner:

- ***What will your major be at GCC? **Criminal Justice**
***What is your primary reason for attending GCC? **Earn a 1 year certificate**

2. Testing. Texas law requires that all new students in a public college or university have their academic skill levels assessed prior to entry in a college-level class. The Work Keys test must be taken prior to entering the Police Academy and is required to pass the academy. Upon completion of this test bring a receipt to the Academy for filing.

For test schedules and registration procedures, contact GCC's Main Campus Testing Coordinator, Donna McKinney, at 903.463.8724 or email her at mckinneyd@grayson.edu. Photo ID is required <http://www.grayson.edu/website/ApplyNow/testing.aspx>

3. Sign up for College 101. College 101 is a FREE Priority Registration Event that gives you the resources you need to complete the Steps to Admission and succeed at GCC. *Go to www.grayson.edu *Click on "College 101"

Step 3: Background Investigation

A thorough background investigation will be conducted by the Police Academy. This investigation will include checking applicant's criminal history and driving record. Applicant will be notified as to the results of this investigation. If applicant passes the background investigation, they will then complete Step 4 below.

Step 4: Psychological Test & Reading Test

The Police Academy will contact each individual for the testing date. Cost for Psychological test and reading test is \$100.00. Fees are due at the time of testing. The Academy Advisory Board has set a minimum reading comprehension level to enroll.

Step 5: Physical & Drug Screen

Physicals and drug screening are conducted at One Medical or any other medical center of your choosing. You must take the L 2 Form with you. This form must be signed by the doctor administering the physical & drug screen. Walk-ins are accepted.

One Medical
913 Cottonwood
Sherman, TX
(903) 868-9565
Cost: \$100.00 (approximate)

Step 6: Classroom Materials, Equipment &Uniforms

This information is available on the TRPA website www.grayson.edu/trpa

***Students are advised to report to the Academy in good physical and cardiovascular condition. There are training exercises that require running, calisthenics, etc.**

Sponsoring Agency (If applicable)

APPLICATION FOR TEXOMA REGIONAL POLICE ACADEMY

Applying for: Day Academy Night Academy

NOTICE: Application must be typewritten or clearly printed in ink. All questions must be answered, if applicable. If not, indicate NA (not applicable). Applications which are incomplete or illegible will not be considered. If space provided is insufficient for complete answers or you wish to furnish additional information, attach sheets of the same size as this application and number answers to correspond with questions.

1. PERSONAL INFORMATION

Name in Full (Last, First, Middle)		Sex / Ethnic Origin	Social Security Number
Address (Apartment, Street, P.O. Box)			Home Telephone Number ()
City	State	Zip Code	Work Telephone Number ()
E-mail address	Age	Date of Birth	Cell Phone Number ()

Are you over the age of 18? Yes No

Are you a United States citizen? Yes No

Do you have a valid Texas driver's license? Yes No

Do you have a valid driver's license from another state?

Driver's license # _____

Yes No State _____

Have you ever been convicted of any offense greater than a Class C misdemeanor? Yes No

Driver's license # _____

Have you ever been convicted of a family violence offense?
 Yes No

Do you have a high school diploma or a GED? HS GED

If you have a GED, do you have 12 college credits? Yes No

If yes to any convictions, please attach a separate sheet giving full information.

2. EDUCATION

Name of School	Location	Dates		Course Pursued	Degree, Diploma, or Credits Earned
		From	To		
High Schools					
College					
Graduate School					

Do you have any kind of physical or learning disability that could affect your performance should you be accepted into the Academy's Basic Training Program?

Yes _____ No _____ If yes, explain on an additional sheet of paper.

3. MILITARY SERVICE

	Month/Year Served		Active Duty or Reserve	Highest Grade	Skill Specialty or Primary Duty
	From	To			

List special schools attended/skills acquired during military service.

Please attach a copy of your DD214 or NGB 22

4. CRIMINAL HISTORY DECLARATION:

LIST ALL INCIDENTS WHERE YOU HAVE BEEN DETAINED, ARRESTED, CHARGED WITH A CRIME, OR TAKEN TO JAIL
DATE CHARGE TITLE AGENCY OF ARRESTING OFFICER

LIST ALL TRAFFIC CITATIONS OF ANY TYPE:
DATE CHARGE TITLE AGENCY ISSUING CITATION

LIST ALL ILLEGAL DRUGS YOU HAVE EVER USED:
(Include the number of times and approximate dates of use)

I, _____, certify that I have listed all of my criminal history (arrests) and traffic violations on the Police Academy Entrance Application.

I have given permission to the Texoma Regional Police Academy and any law enforcement agency to do a thorough background investigation on myself, which includes, but is not limited to a TCIC/NCIC criminal history & traffic records investigation.

I understand that if my record shows violations (arrests & traffic violations) that I have not listed on my application, I can be immediately dismissed from the Academy.

I also understand if any information is brought to the attention of the Texoma Regional Police Academy that would prevent me from being hired by a law enforcement agency, after I have started my training at the Texoma Regional Police Academy, I can be dismissed from the Academy.

Should I be dismissed for any of the above reasons I will not expect to receive a refund on the expenses that have been incurred by me to this point.

Signature of Applicant

Date

**. EMERGENCY CONTACT INFORMATION
IN CASE OF EMERGENCY CONTACT**

Name:

Relationship:

Address:

Home Phone:

Work Phone:

Cell Phone:

6. Commission Rule. §215.15 Enrollment Standards

(a) In order for an individual to enroll in any basic licensing course which provides instruction in defensive tactics, arrest procedures, firearms, or use of a motor vehicle for law enforcement purposes, the academy must have on file:

- (1) written documentation that the person is currently licensed by the commission; or
- (2) if the person is not licensed by the commission, documentation that the individual has been subjected to a search of local, state and national records to disclose any criminal record;

(A) is not currently charged with any criminal offense for which conviction would be a bar to licensure;

(B) community supervision history:

(i) has never been on court-ordered community supervision or probation for any criminal offense above the grade of a Class B misdemeanor or a Class B misdemeanor within the last ten years from the date of the court order; but

(ii) the commission may approve the application of an individual who received probation or court-ordered community supervision for a Class B misdemeanor at least five (5) years prior to enrollment if an agency administrator sufficiently demonstrates in writing with supporting documentation that mitigating circumstances exist with the case and with the individual applying for licensure, and that the public interest would be served by reducing the waiting period;

(C) conviction history:

(i) has never been convicted of an offense above the grade of a Class B misdemeanor or a Class B misdemeanor within the last ten years; but

(ii) the commission may approve the application of an individual who was convicted of a Class B misdemeanor at least five (5) years prior to enrollment if an agency administrator sufficiently demonstrates in writing with supporting documentation that mitigating circumstances exist with the case and with the individual applying for licensure, and that the public interest would be served by reducing the waiting period.

(D) For purposes of this section, the commission will construe any court-ordered community supervision, probation, or conviction for a criminal offense to be its closest equivalent under the Texas Penal Code classification of offenses if the offense arose from:

(i) another penal provision of Texas law; or

(ii) a penal provision of any other state, federal, military or foreign jurisdiction.

(E) A classification of an offense as a felony at the time of conviction will never be changed because Texas law has changed or because the offense would not be a felony under current Texas law.

(F) has never been convicted of any family violence offense;

(G) is not prohibited by state or federal law from operating a motor vehicle;

(H) is not prohibited by state or federal law from possessing firearms or ammunition; and

(I) is a U.S. citizen.

(b) In order for an individual to enroll in any basic peace officer training program which provides instruction in defensive tactics, arrest procedures, firearms, or use of a motor vehicle for law enforcement purposes, the academy must have on file:

(1) a high school diploma;

(2) a high school equivalency certificate or

(4) 12 semester hours credit transcripts from an accredited college or university

(5) an honorable discharge from the armed forces of the United States after at least 24 months of active duty service;

(c) The enrollment standards established in this section do not preclude the academy licensee from establishing additional requirements or standards for enrollment in law enforcement training programs.

I hereby authorize the above training provider to request that the Texas Commission on Law Enforcement Officer Standards and Education obtain a TCIC/NCIC (Texas Department of Public Safety and/or the Federal Bureau of Investigation) criminal history record check, for the purposes of determining my qualification, as attested to on this form, to enroll in the Basic Peace Officer or Basic Jailer course. I further authorize the commission to inform the training provider of my qualification status based on the record check.

I, the applicant, am fully aware that this application is a government document and under penalties of perjury I declare the foregoing information to be true and correct.

Signature of Applicant

Date

7. AUTHORITY TO RELEASE INFORMATION

**Texoma Regional Police Academy / Grayson County College Police Department
AUTHORITY TO RELEASE INFORMATION**

TO WHOM IT MAY CONCERN:

I hereby authorize the Texoma Regional Police Academy/Grayson County College Police Department and its authorized representatives bearing this release, or a copy thereof, within one year of its date, to obtain any information in your files pertaining to my employment, military, credit, education or medical records, including not limited to academic, achievement, attendance, athletic, personal history, and disciplinary records, medical records, credit records and any criminal history records.

I hereby direct you to release such information upon request of the bearer. This release is executed with full knowledge and understanding that the information is for official use. Consent is granted to all parties to furnish such information, as described above, to third parties in the course of fulfilling its official responsibilities. I hereby release you, as custodian of such records, and any school, college, university, or other educational institution, hospital, or other repository of medical records, credit bureau, lending institution, consumer reporting agency, governmental agency or retail business establishment including its officers, employees, or related personnel, both individually and collectively, from any and all liability for damages of whatever kind, which may at any time result to me, my heirs, family or associates because of compliance with this authorization and request to release information, or attempt to comply with it.

I am furnishing my Social Security Account Number on a voluntary basis with the understanding such is not required by any law or regulation. I have been advised that all parties will utilize this number only to facilitate the location of employment, military, credit, educational records, and any criminal history records concerning me in connection with this application. Should there be any question as to the validity of this release, you may contact me as indicated below:

Applicant's Printed Full Name: _____

Address: _____

Telephone Number: _____

Applicant's Notarized Signature: _____

Sworn to and signed before me, on this the _____ day of _____, _____,

in and for _____ county, in the state of _____ .

Signature of Notary Public: _____

NOTARY SEAL

Printed Name of Notary Public: _____

My Commission Expires: _____

8. WAVIER

I, the undersigned, hereby give the Texoma Regional Police Academy and all designated

persons of that entity, permission to conduct a background research of myself. I realize this will include a criminal history check, conversations with the references I list, a driver's license check, TCIC/NCIC check, and any other type check desired to determine my history. It will also include conversations or other correspondence with various persons other than the listed references and with potential employers. This will all be in the interest of fact finding to sponsor me to the Texoma Regional Police Academy.

I agree to provide all other required documents to satisfy the state licensing agency and the Academy rules for admission, including a medical, drug screen, and psychological examination.

I further certify that the information in this application is true and correct to the best of my knowledge, and I am aware that I can be terminated from the Texoma Regional Police Academy for giving false information on this application or if I falsify any documents pertaining to my enrollment at the Texoma Regional Police Academy.

Date: _____

Signature: _____

Note: Application will not be processed without correct & legible Names, addresses, and phone numbers

PID ASSIGNMENT (C-1)

Completion of all fields required

INDIVIDUAL INFORMATION

1. First Name	2. M.I.	3. Last Name			4. Suffix (Jr., etc.)
5. Social Security Number	6. Race / Ethnicity <input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Asian <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> Multicultural <input type="checkbox"/> White		7. Date of Birth / /	8. Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	9. Driver's License State: Num.:
10. Home Mailing Address		11. City		12. State	13. Zip Code
14. U.S. Citizen <input type="checkbox"/> Yes <input type="checkbox"/> No	15. Phone Number (include area code)		16. E-mail		

This form is to be submitted only by a chief administrator or training coordinator for the express purpose of having a personal identification number (PID) assigned by TCLEOSE to the above named individual therein creating a TCLEOSE record and allowing training to be reported for that individual.

Agency Administrator or Training Coordinator (Type or Print) Signature Date