

Texas Tech

# Police Department



Personal History Statement

NAME:	
PHONE NUMBER:	
DATE ISSUED:	
COMPLETE AND RETURN BY:	
I am applying for:	
Police Officer - PID#	
□ Telecommunicator (Communications Operator) - PID#	
County Jailer (Not Applicable)	
🗆 Civilian Employment	
● Unit Manager □	

• Support Staff (Senior Technician, Evidence Technician, Administration or Other) □

Texas Commission on Law Enforcement (TCOLE) Personal History Statement (TCOLE rule 211.1(a) (8) Personal History Statement for Texas / Applicant's Personal History Statement

#### **Personal History Statement Instructions**

Employees are exposed to confidential and law enforcement sensitive information. A thorough background investigation is required to properly evaluate the suitability of applicants for employment with the agency. Although it is an achievement to reach the background phase of the hiring process, this is still a competitive process and does not, in any way, guaranty selection.

**READ THESE INSTRUCTIONS CAREFULLY BEFORE PROCEEDING!** These instructions are provided as a guide to assist you in properly completing your Personal History Statement. It is essential that the information is accurate in all respects, so please read all instructions carefully before proceeding. All instructions must be followed exactly. Give complete and accurate answers for each question. The Personal History Statement will be used as a basis for a background investigation that will determine your eligibility for becoming an employee and proceeding to the interview stage of the hiring process.

- 1. Your Personal History Statement (application) must be printed legibly in <u>BLACK INK</u>, by the applicant or typed. Answer all questions truthfully and accurately. <u>PRINT SINGLE SIDED</u>.
- 2. If a question is not applicable to you, enter N/A in the space provided.
- 3. Avoid errors by reading the directions carefully before making any entries on the form. Be sure your information is accurate and in proper sequence before you begin.
- 4. <u>YOU ARE RESPONSIBLE</u> for obtaining correct and full addresses. Enter complete names, addresses and phone numbers (INCLUDING zip codes and area codes) where requested. If you are not sure of an address, personally verify before making that entry on this history statement. Errors will not be viewed favorably.
- 5. If you need additional space for your answers, attach additional sheets as needed. Be sure to indicate what question number and page this refers to.
- 6. An accurate and complete form will help expedite your investigation. <u>Omissions or Falsifications</u> will result in your <u>Automatic Disqualification</u> from the hiring process.
- 7. Any candidate submitting an incomplete application <u>WILL NOT BE CONSIDERED FOR EMPLOYMENT</u>. Your application will be evaluated on completeness and neatness.
- 8. You are responsible for furnishing any changes and/or updating your application as needed, such as address changes or telephone changes in writing.
- 9. An <u>Authorization to Release Information</u> form must be read, completed, signed and notarized in order for the Background Investigator to obtain the necessary information needed. The Texas Commission on Law Enforcement requires this form.

- 10. All document requested must be submitted with the Personal History Statement (Application). Original documents will be provided by the applicant for review. Once verified, photo copies, where acceptable, will be made and retained. Otherwise the original document(s) will remain with the Personal History Statement (Application). If original copies are not available, a letter showing the originals have been ordered will be accepted. The original will need to be shown to the Administrative Captain or the Background Investigator before an interview will be granted. *Required documents vary according to the position being sought and the history of the applicant. Hiring agency please check off documents required modify list as necessary.* The following list of documents is required by the Texas Tech Police Department:
  - A. Original Certified Copy of Your Birth Certificate.
  - B. Social Security Card
  - C. Valid Class C Texas Driver's License (applicant must possess a valid Texas driver license prior to being offered employment)
  - D. Current Vehicle Liability Insurance Policy/Card
  - E. High School Transcripts Or Diploma
  - F. Credit Report Can be obtained free at www.annualcreditreport.com
  - G. Sealed Original Certified Copy Of Your College Transcripts. (No photo copy)
  - H. Photo Copy Of Your College Diploma
  - I. Marriage Certificate If Applicable
  - J. Dissolution Of Marriage Decree If Applicable
  - K. Military Discharge Papers- DD214 (All Copies Including Member 4)
  - L. Naturalization Papers If Applicable
  - M. Copy of Your Peace Officer Certificate from Your Police Academy. (Police Officer Applicants Only)
  - N. Copy of A TCOLE Approved Firearms Qualifications within the Last 12 Months.
  - 0. Copy of your Texas peace officer license & all training certificates awarded to you (Peace Officer Applicants Only)
- 11. If you have questions, please contact your assigned background investigator or the individual who sent this document or for regional campuses direct questions to the regional campus listed in the e-mail.
- 12. When submitting the completed documents, please place them in a sealed envelope marked 'Personal and Confidential' to your assigned Background Investigator.
- 13. Photocopies of the above documents will be made at the time the paperwork is turned in and the originals will be given back to the applicant. If original copies are not available, a letter showing the originals have been ordered will be accepted. The original will need to be shown to the Administrative Captain, Lieutenant, or the Background Investigator before an interview will be granted.

#### **DISQUALIFICATIONS**

There are very few automatic bases for rejection. Even issues of prior misconduct, employee terminations, and arrests are usually not, in and of themselves, automatically disqualifying. However, deliberate misstatements or omissions can and often will result in your application being rejected, regardless of the nature or reason for the misstatements/omissions. In fact, the number one reason individuals "fail" background investigations is because they deliberately withhold or misrepresent job-relevant information from their perspective employer.

This personal history statement is a governmental document. Be truthful, as there are criminal consequences for lying on a governmental document.

Once you begin:

• Type or neatly print, in ink, responses to all items and questions. If a question does not apply to you, write

"N/A" (not applicable) in the space provided for your response. If you cannot obtain or remember certain information, indicate so in your response.

• If you need additional space for your answers, attach additional sheets as needed. Be sure to indicate which section, question number, and page this refers to.

• Be as complete, honest, and specific as possible in your responses.

If an applicant fails to turn in this document, they are disqualified for a period of six months. If an applicant fails the background, failure to meet liability insurance requirements for driving, credit/financial, or does not get one recommendation from the interview board, they will be disqualified for two years.

#### **DISCLOSURE OF MEDICALLY RELATED INFORMATION**

In accordance with U.S. Americans with Disabilities Act, at this stage of the hiring process, applicants are not expected or required to reveal any medical or other disability-related information about themselves in response to questions on this form or to any other inquiry made prior to receiving a conditional offer of employment.

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## **Applicant Qualification Section**

#### Instructions to the Applicant

Before you begin to fill out this Personal History Statement, please ensure you have read and understand the following: (place initials on line indicating you understand)

Once you have submitted your documentation, you will no longer have access to it.

\_\_\_\_\_ I have answered every question completely.

I have provided all required documents or proof of documentation ordered.

I have added supplemental pages where necessary for additional information.

I have contacted the Texas Tech Police Department to clarify any questions I may have.

I have included all names, addresses and phone numbers in my PHS.

\_\_\_ I understand any omission, falsification, or any other facts in my Personal History Statement I have intentionally or not intentionally left out is grounds for disqualification.

#### POLICE OFFICER AND COMMUNICATIONS OPERATOR QUALIFICATIONS Instructions to the Applicant

Before you begin to fill out this personal history statement, please ensure that you meet the following requirements. You must meet all of these requirements to qualify for licensure as a peace officer, jailer, or telecommunicator in Texas.

 _ I am a citizen of the United States of America.
 I have earned a high school diploma, a GED, or an honorable discharge from the armed services of the United States after at least two (2) years of active service
 I have never been convicted, pled guilty (nolo contendere), nor have I been on court-ordered community service/probation or deferred adjudication for a Class A misdemeanor or a felony.
 During the last ten (10) years, I have not been convicted, pled guilty (nolo contendere), been on community service/probation or deferred adjudication for a Class B misdemeanor in this state, other state, or while serving in the military.
 _I have never been convicted of any family violence offense.
 _ I have never had a military court martial that resulted in a dishonorable or other discharge based on misconduct, which bars future military service.
 _ If previously worked for a law enforcement agency, I am eligible for rehire. (Automatic Disqualifier If Not Initialed).

I have earned a high school diploma, a GED, or an honorable discharge from the Armed Services of the United States after at least two years of active service.

TTPD APPLICANT - PERSONAL BACKGROUND INFORMATION							
NAME: FIRST MIDDLE	MAIDEN	LAST SUFF	IX				
SOCIAL SECURITY NUMBER	DATE OF BIRTH (MM/DD/YY	YY)	OTHER NAMES AND NICKNAMES				
ADDRESS: STREET AND NUMBER CITY	STATE ZIP		HOME PHONE NUMBER				
MAILING ADDRESS (IF DIFFERENT FROM ABO	VE): STREET AND NUMBER	CITY ST	ATE ZIP				
WORK ADDRESS: STREET AND NUMBER	CITY STATE	ZIP	WORK PHONE NUMBER				
CELL PHONE NUMBER	OTHER PHONE #'S		FAX				
DRIVERS LICENSE NUMBER	STATE	CLASS	DATE OF EXPIRATION (MM/DD/YY)				
PLACE OF BIRTH: (City, County, State, Country)							
EMAIL ADDRESS: (List ALL e-mail addresses)							

PHYSICAL DESCRIPTION							
RACE		SEX	HEIGHT		WEIGHT (LBS)	EYE COLOR	
HAIR COLOR	SCAL	RS		TATTOOS	or OTHER MARKINGS		

<b>TCOLE CERTIFICATION</b>							
CHECK ALL THAT APPLY: HAVE YOU EV		DATE LICENSED FROM TCOLE					
BASIC INTERMEDIATE	ADVANCED	MAST	ER	<b>INSTRUC</b>	ГOR		
POLICE ACADEMY ATTENDED			DID YOU GI	RADUATE	DATE	S OF ATTENDANCE	
			<b>YES</b>	🗌 NO			
ADDRESS							
CITY	STATE		Z	ZIP			
NAME OF ACADEMY COORDINATOR	PHONE NUMBER						
TCOLE Personal Identification Number (PID #)							

#### **RELATIVES AND REFERENCES**

Provide all applicable information in the spaces below.
Mark "N/A" if a category is not applicable or if the individual is deceased.

MARITAL STATUS						
List all information below if you are or have been married, divorced, widowed, engaged, separated or living with someone.						
List all marriages that resulted	l in separation, divo	rce, or being v	vidowed. L	IST ALL CUR	RENT AND F	ORMER
SPOUSES. THIS ALSO APP	LIES TO YOUR C	URRENT ST.	ATUS.			
CHECK ALL THAT APPLY:	SINGLE M LIVING WITH SOM			SEPARATED [ REGISTERED DOM	DIVORCED	R
NAME OF SPOUSE / REGISTERD D	OMESTIC PARTNER:	FIRST	MIDDLE	MAIDEN L	AST	☐ MALE ☐ FEMALE
ADDRESS: STREET AND NUMBER	R		CITY	S S	ΓΑΤΕ	ZIP
PLACE OF MARRIAGE:	CITY	STATE	COL	UNTY	DATE OF MAR	RIAGE (MM/DD/YY)
PLACE OF BIRTH CITY	STATE COUNTRY	Y		DATE	OF BIRTH	YEARS OF MARRIAGE
PHONE NUMBER E	E-MAIL:			Is there, or has the in effect for this is		ng order or stay-away order YES INO
OCCUPATION	WORK ADDRESS					
DATE OF DIVORCE (MM/DD/YY)	REASON (S) FOR MA	ARRIAGE BEING	DISSOLVED			

FORMER SPOUSE / COHABITANT'S						
	INGLE MARE	RIED ENGAGE			DIVORCED STIC PARTNER	
NAME OF SPOUSE / REGISTERD		FIRST		MAIDEN	LAST	MALE FEMALE
ADDRESS: STREET AND NUME	BER		CITY		STATE	ZIP
PLACE OF MARRIAGE:	CITY	STATE	COU	NTY	DATE OF N	AARRIAGE (MM/DD/YY)
PLACE OF BIRTH CI	TY STATE COUNT	RY		DAT	TE OF BIRTH	YEARS OF DISSOLUTION
PHONE NUMBER	E-MAIL:				s there been, a rest iis individual?	raining order or stay-away order
OCCUPATION	WORK ADDRESS					
DATE OF DIVORCE (MM/DD/YY	) REASON (S) FOR M	ARRIAGE BEING I	DISSOLVED			

CHILDREN OR DEPENDENTS						
List all of your living children, including natural, adopted, step, and/or foster care. Include any other children who reside with you. Provide the name and contact information of the custodial parent or guardian, if other than you						
NAME: FIRST MIDDLE LAST	MALE RELATIONSHIP	DATE OF BIRTH				
	FEMALE					
ADDRESS: STREET AND NUMBER CITY STATE ZIP		CONTACT NUMBER				
ADDRESS. STREET AND NOMBER CITT STATE ZI		CONTACT NOWBER				
CUSTODIAL PARENT OR GUARDIAN (If other than you)	EMAIL:					
COSTODIAL PARENT OR GUARDIAN (II other than you)	EMAIL:					
NAME: FIRST MIDDLE LAST		DATE OF BIRTH				
NAME: FIRST MIDDLE LAST	MALE RELATIONSHIP	DATE OF BIRTH				
ADDRESS: STREET AND NUMBER CITY STATE ZIP		CONTACT NUMBER				
	r					
CUSTODIAL PARENT OR GUARDIAN (If other than you)	EMAIL:					
NAME: FIRST MIDDLE LAST	☐MALE RELATIONSHIP ☐FEMALE	DATE OF BIRTH				
ADDRESS: STREET AND NUMBER CITY STATE ZIP		CONTACT NUMBER				
CUSTODIAL PARENT OR GUARDIAN (If other than you)	EMAIL:	•				
	I					
NAME: FIRST MIDDLE LAST	MALE RELATIONSHIP	DATE OF BIRTH				
	FEMALE					
ADDRESS: STREET AND NUMBER CITY STATE ZIP		CONTACT NUMBER				
CUSTODIAL PARENT OR GUARDIAN (If other than you)	EMAIL:					
NAME: FIRST MIDDLE LAST	MALE RELATIONSHIP	DATE OF BIRTH				
	FEMALE					
ADDRESS: STREET AND NUMBER CITY STATE ZIP		CONTACT NUMBER				
CUSTODIAL PARENT OR GUARDIAN (If other than you)	EMAIL:					
· · · · · · · · · · · · · · · · · · ·						
NAME: FIRST MIDDLE LAST	MALE RELATIONSHIP	DATE OF BIRTH				
		Diffe of Dikin				
ADDRESS: STREET AND NUMBER CITY STATE ZIP		CONTACT NUMBER				
ADDRESS. STREET AND NUMBER OUT I STATE LIP		CONTACT NUMBER				
	EMAIL.					
CUSTODIAL PARENT OR GUARDIAN (If other than you)	EMAIL:					
DO YOU PAY CHILD SUPPORT?	YES NO					

FATHER						
NAME: FIRST MIDDLE LAST						
DATE OF BIRTH	DATE OF DEATH		CELL PHONE NU	MBER		
HOME ADDRESS: STREET AND NUMBER C	ITY STATE	ZIP		HOME PHONE NUMBER		
OCCUPATION		CURRENT OR FORM	MER EMPLOYER			
WORK ADDRESS: STREET AND NUMBER C	TY STATE	ZIP		WORK PHONE NUMBER		
E-MAIL:						

MOTHER						
NAME: FIRST MIDDLE LAST						
DATE OF BIRTH	DATE OF DEATH		CELL PHONE NU	JMBER		
HOME ADDRESS: STREET AND NUMBER O	TTY STATE	ZIP		HOME PHONE NUMBER		
OCCUPATION		CURRENT OR FORMER	REMPLOYER			
WORK ADDRESS: STREET AND NUMBER C	ITY STATE	ZIP		WORK PHONE NUMBER		
E-MAIL:						

			STE	P-F.	ATHER		
NAME: FIRST	MIDDLE	LAST					
DATE OF BIRTH			DATE OF DEATH			CELL PHONE NU	JMBER
HOME ADDRESS:	STREET AND NUM	BER CITY	STATE	ZIP	)		HOME PHONE NUMBER
OCCUPATION					CURRENT OR FORMER	EMPLOYER	
WORK ADDRESS:	STREET AND NUME	BER CITY	STATE	ZIP			WORK PHONE NUMBER
E-MAIL:							

STEP-MOTHER						
NAME: FIRST MIDDLE LAST						
	-					
DATE OF BIRTH	DATE OF DEATH		CELL PHONE NUMBER			
HOME ADDRESS: STREET AND NUMBER CIT	Y STATE	ZIP	HOME PHONE NUMBER			
OCCUPATION		CURRENT OR FORMER	EMPLOYER			
WORK ADDRESS: STREET AND NUMBER CIT	Y STATE	ZIP	WORK PHONE NUMBER			
E-MAIL:						

			FATH	ER	-IN-LAW		
NAME: FIRST	MIDDLE	LAST					
DATE OF BIRTH			DATE OF DEATH			CELL PHONE NU	JMBER
HOME ADDRESS:	STREET AND NUM	IBER CITY	STATE	ZIP			HOME PHONE NUMBER
OCCUPATION					CURRENT OR FORMER	EMPLOYER	
WORK ADDRESS:	STREET AND NUM	BER CITY	STATE	ZIP			WORK PHONE NUMBER
E-MAIL:							1

MOTHER-IN-LAW

NAME: FIRST	MIDDLE	LAST					
DATE OF BIRTH			DATE OF DEATH			CELL PHONE NU	JMBER
HOME ADDRESS:	STREET AND NUM	BER CITY	STATE	ZIP			HOME PHONE NUMBER
OCCUPATION				CURREN	Г OR FORMER	EMPLOYER	
WORK ADDRESS:	STREET AND NUMI	BER CITY	STATE	ZIP			WORK PHONE NUMBER
E-MAIL:							

<b>BROTHERS AND SISTERS</b> List all living siblings, including half-siblings, foster siblings, etc.									
NAME: FIRST	MIDDLE	LAST					☐MALE □FEMALE	RELATIONSHIP	DATE OF BIRTH
HOME ADDRESS:	STREET AND	NUMBER	CITY	STATE	ZIP				CELL PHONE NUMBER
WORK ADDRESS:	STREET AND	NUMBER	CITY	STATE	ZIP				WORK PHONE NUMBER
EMAIL:									HOME PHONE NUMBER

NAME: FIRST MIDDLE LAST	MALE     RELATIONSHIP     FEMALE	DATE OF BIRTH
HOME ADDRESS: STREET AND NUMBER CITY STATE ZIP		CELL PHONE NUMBER
WORK ADDRESS: STREET AND NUMBER CITY STATE ZIP		WORK PHONE NUMBER
EMAIL:		HOME PHONE NUMBER

NAME: FIRST MIDDLE LAST	MALE RELATIONSHIP	DATE OF BIRTH
HOME ADDRESS: STREET AND NUMBER CITY STATE ZIP		CELL PHONE NUMBER
WORK ADDRESS: STREET AND NUMBER CITY STATE ZIP		WORK PHONE NUMBER
EMAIL:		HOME PHONE NUMBER

NAME: FIRST MIDDLE LAST	MALE RELATIONSHIP	DATE OF BIRTH
HOME ADDRESS: STREET AND NUMBER CITY STATE ZIP		CELL PHONE NUMBER
WORK ADDRESS: STREET AND NUMBER CITY STATE ZIP		WORK PHONE NUMBER
EMAIL:		HOME PHONE NUMBER

NAME: FIRST MIDDLE LAST	MALE RELATIONSHIP	DATE OF BIRTH
HOME ADDRESS: STREET AND NUMBER CITY STATE ZIP		CELL PHONE NUMBER
WORK ADDRESS: STREET AND NUMBER CITY STATE ZIP		WORK PHONE NUMBER
EMAIL:		HOME PHONE NUMBER

	Vou wi	l be require	d to furnish transcr	EDUCA		rt all of your edu	cation	al claims		
CHECK ALL T		HIG	H SCHOOL DIPLOMA		SOCIATES DEGRE	E HOM	1E SCH	OOL DIPLO DEGREE	MA	
	LIST HIG	GH SCHO	DOLS ATTEN	DED OR	WHERE YO	DU OBTAINI	ED Y	OUR GI	ED	
HIGH SCHOOL		ADD						PHONE N		
DATES ATTENI	DED:	FROM		ТО		DID YOU GRADU.	ATE	YES	□NO	
HIGH SCHOOL	NAME	ADD	RESS					PHONE N	IUMBER	
OATES ATTENI	DED:	FROM		ТО		DID YOU GRADU	ATE	☐YES	□NO	
		1		COLI		•				
COLLEGE NAM	۸E.		List all co	olleges or u	niversities attend	led:		PHONE N	IIMBER	
COLLEGE NAP	AE:		ADDRESS:					PHONE N	UMDER	
FROM:	TO:	DIE	YOU GRADUATE?		TOTAL HOURS/UNITS EARNED DI			EGREE EARNED		
COLLEGE NAME: ADDRESS:								PHONE NUMBER		
FROM:	TO: DID YOU GRADUATE?			TOTAL HOURS/UNITS EARNED DI			DEC	EGREE EARNED		
	TRADE,		IONAL, OR BU				S AT	TENDE	D:	
CHOOL NAME	:		ADDRESS:	<i>inui, or ous</i> .		intuitos unonaca.		PHONE N	IUMBER	
FROM:	TO:	TYI	PE OF SCHOOL/TRAI	NING		DID YOU COMP	LETE T	HE COURSI	Ξ?	
CHOOL NAME	1 :		ADDRESS:					PHONE N	UMBER	
FROM:	TO:	TYI	PE OF SCHOOL/TRAI	NING		DID YOU COMP	LETE I	TE THE COURSE?		
DO YOU HAVI	E ANY STUDE	NT LOANS						YES	NO	
HAVE YOU EVER BEEN LATE PAYING A STUDENT LOAN OR ARE YOU CURRENTLY LATE ON PAYING A STUDENT LOAN?						☐YES	□NO			
				DISCI	PLINE					
<b>DISCIPLINE</b> ave you ever been placed on academic discipline, suspended, or expelled from any high school, ollege/university, business, or trade school?						□YES	□NO			
		ution. Inclu	g with high school de when the discip							

MILITARY					
Are you registered for the Selective Service? To check selective se www.sss.gov. Print a copy and attach to application.	Type registration go to	Selective Service Numb	er		
If no, explain:					
BRANCH OF SERVICE		FROM	ТО		
TYPE OF DISCHARGE         □HONORABLE       □GENERAL         □DISHONORABLE         Re-entry Code (1 - 4) if applicable;	EL	RANK			
refer to your DD-214:			N		
ARE YOU CURRENTLY ENLISTED OR HAVE YOU SERVED I FOLLOWING?	END OF OBLIGATIO	IN:			
If checked, list unit, supervisor name, location, phone number and da					
UNIT	SUPERVISOR NAME				
LOCATION	PHONE NUMBER				
If you have not registered, please explain.	<u>.</u>				

#### RESIDENCES

	112.512.21(02.5			/		
List all residences during the last ten years or since age 17. Provide complete addresses (include markers such as Street, Drive, Road,						
East, West, etc., and unit or apartment number). Do not use P.O. Boxes. If the residence is a military base, identify the name of the base						
in the address, nearest city, state,	and zip code. DO NOT LIST military barracks mates, unless you	u shared individu	ual quarters. If	you		
need additional space for your ans	swers, attach additional sheets as needed and indicate what section	on number and p	age this refers t	о.		
CURRENT RESIDENCE ADDRESS:	STREET AND NUMBER CITY STATE ZIP (APT#)	FROM:	TO:			
IF RENTING; PROPERTY MANAGER	CONTACT NU	CONTACT NUMBER				
ADDRESS OF PROP MGR, RENT CO	ADDRESS OF PROP MGR, RENT COLLECTOR, OR OWENR: STREET AND NUMBER CITY STATE ZIP EMAIL:					
Name(s) of those with whom you live: $\Box N/A$						

ADDRESS: STREET AND NUMBER CITY STATE ZIP (APT#)		FROM:	TO:
IF RENTING; PROPERTY MANAGER, RENT COLLECTOR, OR OWNER: NAME		CONTACT NUMBE	R
ADDRESS: STREET AND NUMBER CITY STATE ZIP	REASON FOR MOVING:	EMAIL:	
Name(s) of those with whom you live:			

ADDRESS: STREET AND NUMBER CITY STATE ZIP (APT#)		FROM:	TO:
IF RENTING; PROPERTY MANAGER, RENT COLLECTOR, OR OWNER: NAME		CONTACT NUMBE	R
ADDRESS: STREET AND NUMBER CITY STATE ZIP	REASON FOR MOVING:	EMAIL:	
Name(s) of those with whom you live:			

ADDRESS: STREET AND NUMBER CITY STATE ZIP (APT#)		FROM:	TO:
IF RENTING; PROPERTY MANAGER, RENT COLLECTOR, OR OWNER: NAME		CONTACT NUMBE	R
ADDRESS: STREET AND NUMBER CITY STATE ZIP	REASON FOR MOVING:	EMAIL:	
Name(s) of those with whom you live:			

ADDRESS: STREET AND NUMBER CITY STATE ZIP (APT#)		FROM:	TO:
IF RENTING; PROPERTY MANAGER, RENT COLLECTOR, OR OWNER: NAME		CONTACT NUMBE	R
ADDRESS: STREET AND NUMBER CITY STATE ZIP	REASON FOR MOVING:	EMAIL:	
Name(s) of those with whom you live:			

#### HOUSEMATES

Provide contact information for all housemates listed in the section above entries you have resided with during the past 10 years, or since the age of 17. DO NOT list anyone for whom you have already provided contact information. If you need additional space for your answers, attach additional sheets as needed and indicate what section number and page this refers to.

NAME: FIRST MIDDLE LAST	CELL PHONE NUMBER	HOME PHONE NUMBER
CURRENT STREET ADDRESS: STREET AND NUMBER CITY STATE ZIP	EMAIL:	
NATURE OF RELATIONSHIP (FRIEND, RELATIVE, LANDLORD, HOUSEMATE ONLY):		

NAME: FIRST MIDDLE LAST	CELL PHONE NUMBER	HOME PHONE NUMBER
CURRENT STREET ADDRESS: STREET AND NUMBER CITY STATE ZIP	EMAIL:	
NATURE OF RELATIONSHIP (FRIEND, RELATIVE, LANDLORD, HOUSEMATE ONLY):		

NAME: FIRST MIDDLE LAST	CELL PHONE NUMBER	HOME PHONE NUMBER
CURRENT STREET ADDRESS: STREET AND NUMBER CITY STATE ZIP	EMAIL:	1
NATURE OF RELATIONSHIP (FRIEND, RELATIVE, LANDLORD, HOUSEMATE ONLY):		

NAME: FIRST MIDDLE LAST	CELL PHONE NUMBER	HOME PHONE NUMBER
CURRENT STREET ADDRESS: STREET AND NUMBER CITY STATE ZIP	EMAIL:	
NATURE OF RELATIONSHIP (FRIEND, RELATIVE, LANDLORD, HOUSEMATE ONLY):		

NAME: FIRST MIDDLE LAST	CELL PHONE NUMBER	HOME PHONE NUMBER
CURRENT STREET ADDRESS: STREET AND NUMBER CITY STATE ZIP	EMAIL:	•
NATURE OF RELATIONSHIP (FRIEND, RELATIVE, LANDLORD, HOUSEMATE ONLY):		

HAVE YOU EVER BEEN EVICTED OR ASKED TO LEAVE A RESIDENCE?	☐ YES	NO
HAVE YOU EVER LEFT A RESIDENCE OWING RENT?	☐ YES	NO

If you answered "Yes" to either of the two questions above, explain (include when, where, and circumstances):

#### **WORK HISTORY**

Beginning with your <u>present</u> or most recent job, list all employment for the past ten (10) years including part-time, selfemployment, volunteer, temporary, or seasonal jobs. Include the month and year of the beginning and ending of every job. For periods of self-employment, list the type of work you were engaged in along with the names, addresses and phone numbers of customers and/or suppliers who can verify your self-employment. Indicate anything else you were doing during that time period. If you have military experience, including reserve duty, enter your military base, assignments, or unit of assignment. Include ALL military services.

Have you ever served as a Peace Officer, Jailer, or Telecommunicator in another state OR another country?						☐ YES	NO	
Would there be a problem if we contact your current employer?							☐ YES	NO
If yes, explain:								
Has your work performance ever been affected by your use of alcohol or drugs?							<b>YES</b>	NO
WHEN? NAME OF EMPLOYER								
In the past ten years, have you been warned by an employer about your drinking or drug habits and their impact on your performance?							TYES	□NO
WHEN?		NAME OF EMPLOYER						
FROM	ТО	COMPANY NAME OR EM	PLOYER O	R MILITARY UN	NIT			
ADDRESS (INCLUI	DE MILITARY BASE	:): STREET AND NUMI	BER	CITY	STATE	ZIP		
TELEPHONE NUM	BER	STATUS: 🗍 FU	LL TIME	PART TIME	VOLUNTEE	R TEMP	SELF-EMPLO	YED
JOB TITLE			□YI			WITH PAY	SUSPENDED	
	ON GOOD TERMS OI	□RESIGNED/QUIT □ R BAD TERMS? □GOOD	TERMS		RETIRED		ID OFF DOT	HER
REASON FOR LEA	VING		SUPEI	RVISOR NAME				
SUPERVISOR'S EM	IAIL:			SUPERVISOR'S	PHONE NUMB	ER		
CO-WORKER NAM	ſΕ			CO-WORKER'S	PHONE NUMB	ER		
DUTIES/ASSIGNM	ENTS							
ED O) (	TO		DI OVER O		117			
FROM	ТО	COMPANY NAME OR EM	PLOYERO	R MILITARY UN	NII			
ADDRESS (INCLUI	DE MILITARY BASE	:): STREET AND NUMI	BER	CITY	STATE	ZIP		
TELEPHONE NUM	BER	STATUS: 🗍 FU	LL TIME	PART TIME	VOLUNTEE	R TEMP	SELF-EMPLO	YED
JOB TITLE			□YI				SUSPENDED	
WHY DID YOU LEAVE THIS JOB?								
REASON FOR LEA				RVISOR NAME				
SUPERVISOR'S EMAIL: SUPERVISOR'S PHONE NUMBER								
CO-WORKER NAM	ΙE			CO-WORKER'S PHONE NUMBER				
DUTIES/ASSIGNM	ENTS			<u> </u>				

FROM	ТО	CON	IPANY NAME (	OR EMI	PLOYER	OR MILITARY U	NIT			
ADDRESS (INCLUI	DE MILITAF	RY BASE):	STREET AND	) NUME	BER	CITY	STA	TE	ZIP	
TELEPHONE NUMI	BER		STATUS:	□FU1	LL TIME	PART TIME	□V0L	UNTEER	TEMP	SELF-EMPLOYED
JOB TITLE								COUNSELED SUSPENDED LEAVE WITH PAY TERMINATED		
WHY DID YOU LEA DID YOU LEAVE O REASON FOR LEA	N GOOD TI		ESIGNED/QUIT D TERMS?	GOOD '	TERMS	ATED/FIRED BAD TERMS ERVISOR NAME	□RE	TIRED		AID OFF OTHER
SUPERVISOR'S EM						SUPERVISOR'S	S PHONE	E NUMBE	R	
CO-WORKER NAME CO-WORKER'S PHONE NUMBER										
DUTIES/ASSIGNMI	ENTS									
FROM	ТО	COM	IPANY NAME (	OR EMI	PLOYER	OR MILITARY U	NIT			
ADDRESS (INCLUI	DE MILITAF	RY BASE):	STREET AND	) NUME	BER	CITY	STA	TE	ZIP	
TELEPHONE NUMI	BER		STATUS:	□FUI	LL TIME	PART TIME	□V0L	UNTEER	TEMP	SELF-EMPLOYED
JOB TITLE					DISCIPL	INED AT WORK <sup>™</sup> YES □NO		COUNSEI LEAVE W		SUSPENDED TERMINATED
WHY DID YOU LEA DID YOU LEAVE O REASON FOR LEA	N GOOD TI		ESIGNED/QUIT D TERMS?	GOOD	FERMS	ATED/FIRED BAD TERMS ERVISOR NAME	RE	TIRED		AID OFF OTHER
SUPERVISOR'S EM	IAIL:					SUPERVISOR'S	S PHONE	E NUMBE	R	
CO-WORKER NAM						CO-WORKER'S	S PHONE	E NUMBE	R	
DUTIES/ASSIGNMI	ENTS									
FROM	ТО	CON	IPANY NAME (	OR EMI	PLOYER	OR MILITARY U	NIT			
ADDRESS (INCLUI	DE MILITAF	RY BASE):	STREET AND	) NUME	BER	CITY	STA	TE	ZIP	
TELEPHONE NUMI	BER		STATUS:	FUI	LL TIME	PART TIME	□V0L	UNTEER	TEMP	SELF-EMPLOYED
JOB TITLE DISCIPLINED AT WORK? COUNSELED SUSPENDED										
WHY DID YOU LEA DID YOU LEAVE O REASON FOR LEA'	N GOOD TI		ESIGNED/QUIT D TERMS? □		FERMS	ATED/FIRED BAD TERMS RVISOR NAME	RE	TIRED		AID OFF OTHER
SUPERVISOR'S EMAIL: SUPERVISOR'S PHONE NUMBER										
CO-WORKER NAM	IE					CO-WORKER'S	S PHONE	ENUMBE	R	
DUTIES/ASSIGNMI	ENTS									

FROM	ТО	CO	MPANY NAME	OR EMI	PLOYER	OR MILITARY U	NIT		
ADDRESS (INCLUI	DE MILITA	RY BASE):	STREET AND	) NUME	BER	CITY	STATE	ZIP	
TELEPHONE NUMI	BER		STATUS:	□FU1	LL TIME	PART TIME	<b>VOLUNTE</b>	ER TEMP	SELF-EMPLOYED
JOB TITLE	JOB TITLE DISCIP							SELED WITH PAY	SUSPENDED TERMINATED
WHY DID YOU LEA DID YOU LEAVE O REASON FOR LEA	N GOOD T		ESIGNED/QUIT	GOOD '	TERMS	ATED/FIRED BAD TERMS ERVISOR NAME	RETIRED		AID OFF OTHER
SUPERVISOR'S EM	SUPERVISOR'S EMAIL: SUPERVISOR'S PHONE NUMBER								
CO-WORKER NAME CO-WORKER'S PHONE NUMBER									
DUTIES/ASSIGNMI	ENTS								
FROM	ТО	CO	MPANY NAME	OR EMI	PLOYER	OR MILITARY U	NIT		
ADDRESS (INCLUI	DE MILITA	RY BASE):	STREET AND	) NUME	BER	CITY	STATE	ZIP	
TELEPHONE NUMI	BER		STATUS:	□FU1	LL TIME	PART TIME	VOLUNTE	ER TEMP	SELF-EMPLOYED
JOB TITLE						INED AT WORKS		SELED WITH PAY	SUSPENDED TERMINATED
WHY DID YOU LEA DID YOU LEAVE O REASON FOR LEA	N GOOD T		ESIGNED/QUIT	GOOD '	TERMS	ATED/FIRED BAD TERMS ERVISOR NAME	RETIRED		AID OFF OTHER
SUPERVISOR'S EM	IAIL:					SUPERVISOR'S	S PHONE NUM	BER	
CO-WORKER NAM						CO-WORKER'S	S PHONE NUMI	BER	
DUTIES/ASSIGNMI	ENTS								
FROM	ТО	CO	MPANY NAME	OR EMI	PLOYER	OR MILITARY U	NIT		
ADDRESS (INCLUI	DE MILITA	RY BASE):	STREET AND	) NUME	BER	CITY	STATE	ZIP	
TELEPHONE NUMI	BER		STATUS:	FUI	LL TIME	PART TIME	□VOLUNTE	ER TEMP	SELF-EMPLOYED
JOB TITLE			1		DISCIPL	INED AT WORKS		SELED WITH PAY	SUSPENDED TERMINATED
WHY DID YOU LEAVE THIS JOB?									
SUPERVISOR'S EMAIL: SUPERVISOR'S PHONE NUMBER									
CO-WORKER NAM	E					CO-WORKER'S	S PHONE NUM	BER	
DUTIES/ASSIGNMI	ENTS								

#### UNEMPLOYMENT

LIST ALL PREVIOUS PERIODS OF UNEMPLOYMENT DURING THE PAST TEN (10) YEARS IF UNEMPLOYED FOR A PERIOD OF MORE THAN 30DAYS.

ТО	KEASONSTUDENT	BETWEEN JOBS	LEAVE OF ABSENCE		OTHER (Explain)
ТО	REASON: STUDENT	BETWEEN JOBS	LEAVE OF ABSENCE	TRAVEL	OTHER (Explain)
ТО	REASON: STUDENT	BETWEEN JOBS	LEAVE OF ABSENCE	TRAVEL	OTHER (Explain)
ТО	REASON: STUDENT	BETWEEN JOBS	LEAVE OF ABSENCE	TRAVEL	OTHER (Explain)
ТО	REASON: STUDENT	BETWEEN JOBS	LEAVE OF ABSENCE	TRAVEL	OTHER (Explain)
ТО	REASON: STUDENT	BETWEEN JOBS	LEAVE OF ABSENCE	TRAVEL	OTHER (Explain)
-	ТО ТО ТО ТО	TO     REASON: STUDENT       TO     REASON: STUDENT       TO     REASON: STUDENT       TO     REASON: STUDENT	TO       REASON: STUDENT       BETWEEN JOBS         TO       REASON: STUDENT       BETWEEN JOBS         TO       REASON: STUDENT       BETWEEN JOBS         TO       REASON: STUDENT       BETWEEN JOBS	TO       REASON: STUDENT       BETWEEN JOBS       LEAVE OF ABSENCE         TO       REASON: STUDENT       BETWEEN JOBS       LEAVE OF ABSENCE         TO       REASON: STUDENT       BETWEEN JOBS       LEAVE OF ABSENCE         TO       REASON: STUDENT       BETWEEN JOBS       LEAVE OF ABSENCE	TO       REASON: STUDENT       BETWEEN JOBS       LEAVE OF ABSENCE       TRAVEL         TO       REASON: STUDENT       BETWEEN JOBS       LEAVE OF ABSENCE       TRAVEL         TO       REASON: STUDENT       BETWEEN JOBS       LEAVE OF ABSENCE       TRAVEL         TO       REASON: STUDENT       BETWEEN JOBS       LEAVE OF ABSENCE       TRAVEL

		LAW ENFORCEMENT APPL	<b>CATI</b>	ONS		
<b>v</b> 11	Have you applied for employment with this or any other lawenforcement or related agency in the					
last ten years? (city, c	last ten years? (city, county, state or federal)				<b>YES</b>	□NO
• If yes, list ALL ag	• If yes, list ALL agencies you have applied to, starting with the most recent (give complete and			nplete and		
accurate addresse	s).					
All agencies MUS	ST be listed reg	ardless of the outcome or current status. Ch	eck all b	oxes that		
apply for each age	ency.					
• If more than three	agencies, mak	e a copy of this page and fill out.				
DATE APPLIED	AGENCY			PHONE NUM	BER	
POSITION APPLIED FOR	:	BACKGROUND INVESTIGATOR'S NAME: (If k	mown)	E-MAIL:		
ADDRESS STATUS AND REASON IF NOT HIRED						
STEPS: Application	Written Phys	sical Agility 🔲 Oral 🔲 Polygraph/CVSA 🔲 Ba	ckground	Interview	Conditional Job C	Offer
Psychological E	xamination Date	: Medical Date:				
STATUS: Withdrawn	Currently In App	lication Process Disqualified Unknown	Not Hir	ed 🗌 Hired 🗌	On List	

DATE APPLIED	AGENCY			PHONE NUMBER
POSITION APPLIED FOR	:	BACKGROUND INVESTIGATOR'S NAME: (If k	nown)	E-MAIL:
		( )	,	
ADDRESS STATUS AND REASON IF NOT HIRED			S AND REASON IF NOT HIRED	
TEDICESS			511110	
STEPS: Application Written Physical Agility Oral Polygraph/CVSA Background Interview Conditional Job Offer				
Psychological E	Examination Date	: Medical Date:		
STATUS: 🗍 Withdrawn	Currently In Apr	lication Process Disqualified Unknown	<b>Not Hire</b>	ed Hired On List

DATE APPLIED	AGENCY			PHONE NUMBER	
POSITION APPLIED FOR:		BACKGROUND INVESTIGATOR'S NAME: (If known)		E-MAIL:	
ADDRESS STATUS AND REASON IF NOT HIRED			S AND REASON IF NOT HIRED		
STEPS: Application Written Physical Agility Oral Polygraph/CVSA Background Interview Conditional Job Offer					
Psychological Examination Date: Medical Date:					
STATUS: 🗌 Withdrawn 🔲 Currently In Application Process 🗍 Disqualified 🗍 Unknown 🗍 Not Hired 🗍 Hired 🗍 On List					

	A GENIGI			DUONE NUR (DED	
DATE APPLIED	AGENCY			PHONE NUMBER	
POSITION APPLIED FOR		BACKGROUND INVESTIGATOR'S NAME: (If ki	nown)	E-MAIL:	
			í.		
ADDRESS STATUS AND REASON IF NOT HIRED					
			1 1		
STEPS: 🗌 Application 🗍 Written 🗍 Physical Agility 🗍 Oral 🗍 Polygraph/CVSA 🗍 Background 🗍 Interview 🗍 Conditional Job Offer					
Developing F	Psychological Examination Date:				
	Xammanon Date				
STATUS: Withdrawn	Currently In Apr	alication Process Disgualified DUnknown C	Not Hire	ed 🗌 Hired 🔲 On List	
STATUS: Withdrawn Currently In Application Process Disqualified Unknown Not Hired Hired On List					

LIST ALL PREV	VIOUS LAW ENF	PREVIOUS LAW ENFORCEMENT AGENCIES FORCEMENT AGENCIES WHERE YOU HAVE WORKED.
FROM	ТО	COMPANY NAME OR EMPLOYER
ADDRESS: STR	EET AND NUMBER	CITY STATE ZIP
TELEPHONE NUM	MBER	STATUS: FULL TIMEPART TIMERESERVETEMPRETIRED
FROM	ТО	COMPANY NAME OR EMPLOYER
ADDRESS: STR	EET AND NUMBER	CITY STATE ZIP
TELEPHONE NUN	MBER	STATUS: FULL TIMEPART TIMERESERVETEMPRETIRED
FROM	ТО	COMPANY NAME OR EMPLOYER
ADDRESS: STR	EET AND NUMBER	CITY STATE ZIP
TELEPHONE NUM	MBER	STATUS:
FROM	ТО	COMPANY NAME OR EMPLOYER
ADDRESS: STR	EET AND NUMBER	CITY STATE ZIP
TELEPHONE NUM	MBER	STATUS: FULL TIMEPART TIMERESERVETEMPRETIRED
FROM	ТО	COMPANY NAME OR EMPLOYER
ADDRESS: STR	EET AND NUMBER	CITY STATE ZIP
TELEPHONE NUM	MBER	STATUS:
FROM	ТО	COMPANY NAME OR EMPLOYER
ADDRESS: STR	EET AND NUMBER	CITY STATE ZIP
TELEPHONE NUM	MBER	STATUS:
FROM	ТО	COMPANY NAME OR EMPLOYER
ADDRESS: STR	EET AND NUMBER	CITY STATE ZIP
TELEPHONE NUN	MBER	STATUS: FULL TIMEPART TIMERESERVETEMPRETIRED

#### REFERENCES

List seven-ten (7-10) people who know you well, such as social and family friends, co-workers, military acquaintances. DO NOT include relatives, employers, or housemates, or other individuals listed elsewhere. Provide all applicable information in the spaces below.

NAME: FIRST MIDDLE LAST	CELL PHONE NUMBER	HOME PHONE NUMBER
	CEEE I HOULE HOULDER	HOME THORE ROMBER
	ED ( ) H	
HOME ADDRESS: STREET AND NUMBER CITY STATE ZIP	EMAIL:	
WORK ADDRESS: STREET AND NUMBER CITY STATE ZIP		WORK PHONE NUMBER
WORK ADDRESS. STREET AND NOWDER OFFT STATE ZH		WORKTHONE NOMBER
How do you know this person? (friend, teacher, family, co-worker)?	How long have you known this person?	

NAME: FIRST MIDDLE LAST	CELL PHONE NUMBER	HOME PHONE NUMBER
HOME ADDRESS: STREET AND NUMBER CITY STATE ZIP	EMAIL:	
WORK ADDRESS: STREET AND NUMBER CITY STATE ZIP	•	WORK PHONE NUMBER
How do you know this person? (Friend, teacher, family, co-worker)? How long have	you known this person?	

NAME: FIRST MIDDLE LAST	CELL PHONE NUMBER	HOME PHONE NUMBER
HOME ADDRESS: STREET AND NUMBER CITY STATE ZIP	EMAIL:	
WORK ADDRESS: STREET AND NUMBER CITY STATE ZIP		WORK PHONE NUMBER
How do you know this person? (Friend, teacher, family, co-worker)? How long have	you known this person?	

NAME: FIRST MIDDLE LAST	CELL PHONE NUMBER HOME PHONE NUMBER
HOME ADDRESS: STREET AND NUMBER CITY STATE ZIP	EMAIL:
WORK ADDRESS: STREET AND NUMBER CITY STATE ZIP	WORK PHONE NUMBER
How do you know this person? (Friend, teacher, family, co-worker)?	Iow long have you known this person?

NAME: FIRST MIDDLE LAST	CELL PHONE NUMBER	HOME PHONE NUMBER
HOME ADDRESS: STREET AND NUMBER CITY STATE ZIP	EMAIL:	
WORK ADDRESS: STREET AND NUMBER CITY STATE ZIP		WORK PHONE NUMBER
How do you know this person? (Friend, teacher, family, co-worker)?	How long have you known this person?	

	HOME PHONE NUMBER
EMAIL:	
	WORK PHONE NUMBER
you known this person?	

NAME: FIRST MIDDLE LAST	CELL PHONE NUMBER	HOME PHONE NUMBER
HOME ADDRESS: STREET AND NUMBER CITY STATE ZIP	EMAIL:	
WORK ADDRESS: STREET AND NUMBER CITY STATE ZIP		WORK PHONE NUMBER
How do you know this person? (Friend, teacher, family, co-worker)?	How long have you known this person?	

NAME: FIRST MIDDLE LAST	CELL PHONE NUMBER	HOME PHONE NUMBER
HOME ADDRESS: STREET AND NUMBER CITY STATE ZIP	EMAIL:	
WORK ADDRESS: STREET AND NUMBER CITY STATE ZIP		WORK PHONE NUMBER
How do you know this person? (Friend, teacher, family, co-worker)?	How long have you known this person?	

NAME: FIRST MIDDLE LAST	CELL PHONE NUMBER HOME PHONE NUMBER
HOME ADDRESS: STREET AND NUMBER CITY STATE ZIP	EMAIL:
WORK ADDRESS: STREET AND NUMBER CITY STATE ZIP	WORK PHONE NUMBER
How do you know this person? (Friend, teacher, family, co-worker)?	How long have you known this person?

NAME: FIRST MIDDLE LAST	CELL PHONE NUMBER	HOME PHONE NUMBER
HOME ADDRESS: STREET AND NUMBER CITY STATE ZIP	EMAIL:	
WORK ADDRESS: STREET AND NUMBER CITY STATE ZIP		WORK PHONE NUMBER
How do you know this person? (Friend, teacher, family, co-worker)?	How long have you known this person?	

NEIGHBORS							
List three (3) neighbors at your current (last) residence. If you have lived in your current residence for less than 1 month list							
neighbors i	from previous resider	nce.	, ,	·			
NAME: FIR	ST MIDDLE	LAST				CELL PHONE NUMBER	OFFICE PHONE NUMBER
ADDRESS:	STREET AND NUMBER	CITY	STATE	ZIP			HOME PHONE NUMBER
EMAIL:							
NAME: FIR	ST MIDDLE	LAST				CELL PHONE NUMBER	OFFICE PHONE NUMBER
ADDRESS:	STREET AND NUMBER	CITY	STATE	ZIP			HOME PHONE NUMBER
EMAIL:							
NAME: FIR	ST MIDDLE	LAST				CELL PHONE NUMBER	OFFICE PHONE NUMBER
ADDRESS:	STREET AND NUMBER	CITY	STATE	ZIP			HOME PHONE NUMBER
EMAIL:							

PROFESSIONAL SOCIETIES AND ORGANIZATIONS					
NAME	ADDRESS- STREET ADDRESS, CITY, STATE AND ZIP CODE	DATES OF MEMBERSHIP			
NAME	ADDRESS- STREET ADDRESS, CITY, STATE AND ZIP CODE	DATES OF MEMBERSHIP			
NAME	ADDRESS- STREET ADDRESS, CITY, STATE AND ZIP CODE	DATES OF MEMBERSHIP			

#### **CRIMINAL RECORD**

This section requires you to report detentions, arrests, and convictions, including diversion programs and, in some cases, offenses that may have been pardoned. This also applies if you are a suspect in a criminal investigation. As a licensed applicant, you are required to disclose this information, unless specifically exempted by the state or federal law.

- ALL detentions or arrests, whether they resulted in a conviction or not, convictions, and diversion programs
- All citations, excluding traffic tickets (may have been detained and/or received a Class C for disorderly conduct, prostitution, assault, etc., without an actual arrest.)

Have you ever been detained or a been a suspect in an investigation, held on suspicion, questioned, fingerprinted, arrested, indicted, criminally charged, or convicted of any misdemeanor or felony offense in this state or in any other legal jurisdiction (including offenses punishable under the Uniform Code of							
this state or in any other legal jurisdiction (inc Military Justice)?	luding offenses punishable und	er the Uniform	n Code of				
DATE	ARRESTING OR DETAINING AGE	ENCY CIT	Y AND STATE				
CHARGES	FINAL DISPOSITION:  GUILTY DEFERRED  NOT GUILTY FINED	DISMISSED	DISPOSITION, PENALTY OR FINE AMOUNT				
DATE	ARRESTING OR DETAINING AGE	ENCY CIT	CITY AND STATE				
CHARGES	FINAL DISPOSITION: GUILTY DEFERRED [ NOT GUILTY FINED	DISMISSED	DISPOSITION, PE	NALTY OR FINE AMOUNT			
DATE	ARRESTING OR DETAINING AGE	ENCY CIT	Y AND STATE				
CHARGES	FINAL DISPOSITION:	DISMISSED	DISPOSITION, PE	ENALTY OR FINE AMOUNT			
List all traffic citations, excluding parking	TRAFFIC CITATIO		nast seven (7) ve	are			
DATE VIOLATION OCCURRED	AGENCY		CATION: STREET, C				
NATURE OF VIOLATION	FINAL DISPOSITION:	□GUILTY □DEFERRED	☐ NOT GUILTY ☐DISMISSED	☐ FINED ☐ TRAFFIC SCHOOL			
DATE VIOLATION OCCURRED	AGENCY	LOC	CATION: STREET, C	ITY, STATE, ZIP			
NATURE OF VIOLATION	FINAL DISPOSITION:	□GUILTY □DEFERRED	☐ NOT GUILTY ☐DISMISSED	☐ FINED ☐ TRAFFIC SCHOOL			
DATE VIOLATION OCCURRED	AGENCY	LOC	CATION: STREET, C	ITY, STATE, ZIP			
NATURE OF VIOLATION	FINAL DISPOSITION:	□GUILTY □DEFERRED	☐ NOT GUILTY ☐DISMISSED	☐ FINED ☐ TRAFFIC SCHOOL			
DATE VIOLATION OCCURRED	AGENCY	LOC	CATION: STREET, C	ITY, STATE, ZIP			
NATURE OF VIOLATION       FINAL DISPOSITION:       GUILTY       NOT GUILTY       FINED         DEFERRED       DISMISSED       TRAFFIC SCHOOL							
Has a traffic citation ever resulted in a warrant or caused your driver's license to be withheld due to any of the following? (Check all that apply). FAILED TO APPEAR FAILED TO COMPLETE TRAFFIC SCHOOL FAILED TO PAY THE REQUIRED FINE If checked, explain circumstances.							

Have you been involv	rad as the driver			CCIDENTS		(7) $(2)$ $(2)$	ag fill out below
DATE		EET, CITY, STATE, ZIP			past se	ven (7) years? It y	WERE YOU AT FAULT
CHARGES	REPORTED TO L YES AGENCY	AW ENFORCEMENT		FINAL DISPO GUILTY DEFERREI	□NO	T GUILTY FINED	□INJURY □NON-INJURY
DATE	LOCATION (STR	EET, CITY, STATE, ZIP	?)				WERE YOU AT FAULT
CHARGES	REPORTED TO L	AW ENFORCEMENT		FINAL DISPO □GUILTY □DEFERREI	□NO	T GUILTY FINED	DINJURY NON-INJURY
DATE	LOCATION (STR	EET, CITY, STATE, ZIP	?)				WERE YOU AT FAULT
CHARGES	REPORTED TO L	AW ENFORCEMENT □NO		FINAL DISPO □GUILTY □DEFERREI	□NO	T GUILTY FINED	□INJURY □NON-INJURY
List all states and lice vehicle. CURRENT DRIVER LICE			ou have	ENSE HEI held a driver	license		to drive a motor ICENSE WAS GRANTED
DRIVER LICENSE NUME	R LICENSE NUMBER STATE OF ISSUE		EXPIRATION DATE F		FULL N	FULL NAME UNDER WHICH LICENSE WAS GRANTED	
DRIVER LICENSE NUME	BER	STATE OF ISSUE	EXPIRA	TION DATE	FULL N	NAME UNDER WHICH I	LICENSE WAS GRANTED
DRIV If your driver license state and reason for si	has ever been s					NIALS, PROBA	
DATE	STATE	REASO	N				
		PE 400					
DATE	STATE	REASO	Ν				
		LIABI	LITY II	NSURANC	<b>E</b>		
List your current liab		on your vehicle(s).					Bonded 🗌 Cash Deposit
VEHICLE MAKE/MODEL		YEAR				VEHICLE LICENSE	
INSURANCE COMPANY	NSURANCE COMPANY POLICY NUMBER					EXPIRES	
ADDRESS: ADDRESS, CI	TY, STATE, ZIP			CONTACT NUI	MBER:	<u> </u>	
VEHICLE MAKE/MODEL		YEAR	I			VEHICLE LICENSE	
INSURANCE COMPANY		POLICY NUMBER				EXPIRES	

ADDRESS: ADDRESS, CITY, STATE, ZIP

CONTACT NUMBER:

CIVIL SUITS					
List all civil suits in which you have been a defendant and in	clude dates and disposi	ition. (e.g., small claims actions,			
dissolutions, child custody, paternity, support, divorce, etc.)					
REASON	DATE	DISPOSITION			
REASON	DATE	DISPOSITION			

GENERAL QUALIFICATIONS					
Are you now or have you ever been a licensed or certified member	of any trade or profession,	□YES □	NO		
such as a Pilot, Electrician, Radio Operator, Teacher, Peace Officer	, etc. If you answered yes, list				
the certificate or license.					
CERTIFICATE OR LICENSE	ISSUING AGENCY				
CERTIFICATE OR LICENSE	ISSUING AGENCY				
CERTIFICATE OR LICENSE	ISSUING AGENCY				

OTHER QUALIFICATIONS List any areas in which you have expertise, such as Foreign Languages, Computer Software, Technical Equipment, etc.

<b>COMPLAINTS &amp; COMMENDATIONS</b> List any complaints and/or commendations you have received in the past five (5) years. Include date and findings.					
COMPLAINT/COMMENDATION	DATE	DISPOSITION			
COMPLAINT/COMMENDATION	DATE	DISPOSITION			
COMPLAINT/COMMENDATION	DATE	DISPOSITION			
COMPLAINT/COMMENDATION	DATE	DISPOSITION			

FORMER TEXAS TECH UNIVERSITY / TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER EMPLOYEES							
List all employment with the Texas Tech University / Texas Tech University Health Sciences Center to include regional							
campuses or the	campuses or the TTU System. Complete the following information.						
FROM	ТО	DEPARTMENT	LOCATION	SUPERVISOR			
FROM	ТО	DEPARTMENT	LOCATION	SUPERVISOR			

SOCIAL MEI	DIA ACCOUNTS
Have you ever had a social media site (i.e. Facebook, My Sp	ace, Instagram, Snapchat etc.)?
List all any social media accounts, blogs, and/or websites you	u have created. Provide the website URL and your username.
List by account name: Facebook, Instagram, Twitter, Snapch	nat, etc.

QUESTIONS: IF ANSWER IS YES, EXPLAIN ON PAGE 29.				
Indicate yes answers with the corresponding question number on the explanation sheet:				
FINANCIAL				
For each of the following questions, fill in the amounts to the nearest dollar. If you answer "Yes" to any of Que				
explain. Include any documents, dates, and circumstances. Indicate the corresponding question number on the explain.	xplanation sh	leet:		
1. What is your monthly income?	\$			
2. Do you have income other than from your salary or wages?	<b>YES</b>	□NO		
If yes, fill in amount.	\$			
Explain:				
3. Approximately how much do you spend each month? (Estimate your monthly living expenses, include				
housing, utilities, credit cards or other loan payments, food, gas, car maintenance, entertainment, etc., as	\$			
well as other obligation you may have).				
4. Have you ever filed for or declared bankruptcy (Chapter 7, 11 or 13)?	<b>YES</b>	NO		
5. Have any of your bills ever been turned over to a collection agency?	<b>YES</b>	NO		
6. Have you ever had purchased goods repossessed?	<b>YES</b>	NO		
7. Have your wages ever been garnished?	<b>YES</b>	NO		
8. Have you ever been delinquent on income or other tax payments?	<b>YES</b>	NO		
9. Have you ever failed to file income tax or cheated/lied on an income tax form?	<b>YES</b>	NO		
10. Have you ever had an employment bond refused?	<b>YES</b>	NO		
11. Have you ever avoided paying any lawful debt by moving away?	<b>YES</b>	NO		
12. Have you ever defaulted on a loan, including a student loan?	<b>YES</b>	NO		
13. Have you ever borrowed money to pay for a gambling debt?	<b>YES</b>	NO		
If "Yes", do you currently have any outstanding debts as a result of gambling.	<b>YES</b>	NO		
14. Have you ever spent money for illegal purposes (e.g., illegal drugs, prostitution, purchase fraudulent	☐YES	NO		
documents, etc.)?				
15. Have you ever failed to make or been late on a court-ordered payment (e.g., child support, alimony,	<b>YES</b>	NO		
restitution, etc.)?				
16. Have you written three or more bad checks in a one-year period?	<b>YES</b>	NO		
17. Are you in arrears on court-ordered child support?	<b>YES</b>	□NO		
DRIVERS LICENSE				
If you answer "Yes" to any of Questions 18-21 (below), explain. Include any documents, dates, and circumstance	s.			
18. Have you ever driven a vehicle without auto insurance, as required by law?	<b>YES</b>	NO		
If yes, in the explanation field put the date, and location (Street, City, State, Zip)				
19. Has your driver's license ever been placed on probation, suspended, revoked or in danger of suspension or revocation?	<b>YES</b>	□NO		
20. Have you ever been refused a driver's license by any state?	YES	NO		
21. Have you ever been refused automobile liability insurance, or a bond, or had a policy cancelled?	<b>YES</b>	NO		
If yes, in the explanation field put the date, reason, Insurance Company, and location (Street, City, State,				

22. Have you held a valid license from any state for more than 2 years?

Zip).

YES

NO

EMPLOYMENT		
If you answer "Yes" to any of Questions 22-34 (below), explain. Include any documents, dates, and cit	rcumstances.	
23. Have you ever been disciplined at work? (This includes written warnings, formal letters of counseling,	YES	NO
reprimands, suspensions, reductions in pay, reassignments or demotions)		
24. Have you ever been fired, released from probation, or asked to resign from any place of employment?	YES	NO
25. Have you ever been involved in a physical/verbal altercation with a supervisor, co-worker, or customer?	YES	NO
26. Have you ever quit without giving two-weeks or proper notice?	YES	NO
27. Have you ever resigned in lieu of termination?	YES	NO
28. Have you ever been accused of discrimination (such as sexual harassment, racial bias, sexual orientation	YES	NO
harassment, etc.) by a co-worker, superior, subordinate or customer?		
29. Have you ever been the subject of a written complaint at work?	YES	NO
30. Have you ever been counseled at work due to lateness or absences?	YES	NO
31. Have you ever received an unsatisfactory performance review/evaluation?	YES	NO
32. Have you ever sold, released, or given away legally confidential information?	YES	NO
33. Have you ever used sick leave when you were neither sick nor caring for a sick family member?	YES	NO
If yes, how much sick leave have you used in the past five years, which was not due to illness?		
34. Have you ever been the subject of any judicial or non-judicial disciplinary action (such as, court martial,	<b>YES</b>	□NO
captain's mast, article 15, office hours, company punishment, letters of reprimand, counseling, etc.)?		
35. Have you EVER been detained for investigation, held on suspicion, questioned, arrested, indicted,	<b>YES</b>	□NO
criminally charged, convicted of any misdemeanor or felony offense, or been on probation or parole in		
this state or in any other legal jurisdiction (Including offenses punishable under the Uniform Code of		
Military Justice)? If yes, in the explanation field put the approximate date, arresting or detaining agency,		
charge, and disposition or penalty.		

#### LAW

If you answer "Yes" to any of Questions 35-45 (below), explain. Include any documents, dates, and circumstance	es.	
36. Have you ever been fingerprinted for any reason?	<b>YES</b>	NO
37. Have you ever been placed on court probation as an adult?	<b>YES</b>	NO
38. Have you ever been convicted of any charge that would prevent you from legally possessing a firearm or ammunition?	<b>YES</b>	□NO
39. Were you ever required to appear before a juvenile court for an act, which would have been a crime, if committed as an adult?	<b>YES</b>	□NO
40. Have you ever been a party in a civil lawsuit (e.g., small claims actions, dissolutions, child custody, paternity, support, etc.)?	<b>YES</b>	□NO
41. Have the police ever been called to your home or on you for any reason?	<b>YES</b>	NO
42. Have you or your spouse/partner ever been referred to Child Protective Services?	<b>YES</b>	NO
43. Have you ever been the subject of an emergency protective order/restraining order/stay-away order?	<b>YES</b>	NO
44. Have you settled any civil suit in which you, your insurance company, or anyone else on your behalf was required tomake payment to the other party?	<b>YES</b>	□NO
45. Have you ever fraudulently received welfare, unemployment compensation, workers' compensation, or other state orfederal assistance?	□YES	□NO
46. Have you filed a false insurance or workers' compensation claim?	<b>YES</b>	NO

#### LAW ENFORCEMENT QUESTIONS

If yo	u answer "Yes" to any of Questions 46-47 (below), explain. Include any reason and circumstances.		
47.	If it became necessary to take a human life in the course of your duties as a police officer, would any	<b>YES</b>	□NO
	beliefs prevent you from doing so?		
48.	Is there anything, which would prevent you from fully performing your duties including working	YES	□NO
	weekends, evenings, nights, and holidays?		

#### **UNDETECTED ACTS**

Within the past seven years OR at any time after you were first employed in law enforcement, have you ever committed any of the				
ollowing misdemeanors? If you answer "YES" to any of Questions 48 – 62 (on the previous two pages), fully explain circumstances,				
including dates, names of individuals involved, and resolution. Indicate the corresponding question number for ea	ch explanatio	on.		
49. Annoying/obscene phone calls?	<b>YES</b>	NO		
50. Assault (use of force or violence upon another)?	<b>YES</b>	NO		
51. Assault on a family member (use of force or violence upon a family member)?	YES	□NO		
52. Brandishing a weapon (any type of weapon)?	<b>YES</b>	NO		
53. Carrying a concealed weapon without a permit?	<b>YES</b>	□NO		
54. Contributing to the delinquency of a minor?	YES	□NO		
55. Defrauding an innkeeper (not paying for food or room at a hotel/motel)	<b>YES</b>	□NO		
56. Driving under the influence of alcohol and/or drugs	<b>YES</b>	□NO		
57. Drunk in public (being so intoxicated in a public place that you're not able to care for yourself)	<b>YES</b>	NO		
58. Hit and run collision (no injuries)	<b>YES</b>	□NO		
59. Hunting or fishing without a license	<b>YES</b>	□NO		
60. Illegal gambling	<b>YES</b>	□NO		
61. Impersonating a Peace Officer	<b>YES</b>	□NO		
62. Indecent Exposure	<b>YES</b>	NO		
63. Joyriding (using a car or other vehicle without the owner's permission)	<b>YES</b>	NO		

#### **UNDETECTED ACTS**

At any time in your life, have you ever committed any of the following? If you answer "**YES**" to **any** of Questions 63-86, fully explain circumstances, including dates, names of individuals involved, and resolution. Indicate the corresponding question number for each explanation.

64. Arson (intentionally destroying property by setting a fire)	<b>YES</b>	NO
65. Assault with a deadly weapon	<b>YES</b>	□NO
66. Theft of a vehicle and/or vehicle parts	<b>YES</b>	□NO
67. Burglary (entering a structure or vehicle to commit theft or other crime)	YES	NO
68. Child molestation (performing unlawful acts with a child)	YES	NO
69. Accessing, producing, or possessing child pornography	YES	NO
70. Injury to a child, elderly, and/or disabled	YES	NO
71. Embezzlement (theft of money or other valuables entrusted to you)	YES	NO
72. Felony drunk driving (involving injuries)	YES	NO
73. Forcible rape or other act of unlawful intercourse/sexual activity	YES	NO
74. Forgery (falsifying any type of document, check certificate, license, currency, etc.)	YES	NO
75. Hit and run (with injuries)	YES	NO
76. Hate crime	YES	NO
77. Insurance fraud	YES	NO
78. Theft (value over \$500 and/or any firearm)	YES	NO
79. Murder, homicide, or attempted murder	YES	NO
80. Perjury (lying under oath)	YES	NO
81. Possession of an explosive/destructive device	YES	NO
82. Robbery (theft from another person using a weapon, force, or fear)	YES	NO
83. Stalking	YES	NO
84. Blackmail or extortion	YES	NO
85. Any other act amounting to a felony	YES	NO
86. Since the age of 17, have you ever been involved in an anger—provoked physical fight, confrontation, or	YES	□NO
other violent act?	<u> </u>	
87. Have you ever hit or physically overpowered a spouse, romantic partner, or family members?	YES	NO

	/IINAL ACTS			
Within the past ten years OR at any time after you were employ				lowing
misdemeanors? If you answer "YES" to any of the questions 8		nd circumstan		
88. Displaying a weapon or carrying an illegal weapon (illega			YES	NO
89. Theft, Theft of Service, Intentionally Writing a Bad Chec			YES	NO
90. Driving While Under the Influence of Alcohol and/or drug	gs (DWI)		YES	NO
91. Hit and Run			YES	NO
92. Public Intoxication			YES	NO
93. Possession of Falsified or Altered Identification, including	g use of another person's ID (for any	reason)	YES	NO
94. Possession of Alcohol by a Minor			YES	NO
95. Possession of Stolen Property			YES	NO
96. Resisting Arrest (including evading or eluding the police)			<b>YES</b>	□NO
97. Warrant issued for your arrest for any reason.			<b>YES</b>	□NO
98. Criminal Mischief or Trespassing			<b>YES</b>	NO
GAN	<b>IG ACTIVITY</b>			
If you answer "YES" to any of the questions 98-99 (below), give				
99. Are you or have you ever been, a member or associate of		r anv other	YES	NO
group that advocates violence against individuals becaus				
ethnic origin, nationality, gender, sexual preference, or d		,		
100. Do you have, or have you ever had, a tattoo signifying m		riminal	YES	NO
enterprise, street gang, or any other group that advocates				
race, religion, political affiliation, ethnic origin, national				
	OTHER	ý		
If you answer "YES" to any of the questions 98-99 (below), gives				
101. Were you ever denied a security clearance, or had a clear		aded either	YES	NO
military or any other federal, state, or municipal clearance				
102. Have you ever applied for or been denied a handgun per		YES	NO	
	L AND DRUG USE			
Questions about your current and past recreational drug use. The				
prescription drugs. You answers should include, but not limited		g drugs. If you	answer "YI	<b>ES</b> " to any
of the questions 102 – 111 (below), give details, including drug		h.c. 1.1		
Amphetamines/Methamphetamine (Uppers, Speed, Crank, etc.)		Morphine		
Barbiturates (Downers)	Mushrooms)	PCP		
Cocaine/Crack/Cocaine	Hashish/Hashish Oil	Quaaludes		
Designer Drugs (Ecstasy, Synthetic Heroin, etc.)	Heroin/Opium	Steroids	1. 1.(77)	
GHB (Date Rape Drug)	Marijuana	Tetrahydroca	innabinol (TI	HC)
Glue	Mescaline			
103. Within the past three years, have you used any non-prese	cribed drug(s) as indicated above or u	inauthorized	<b>YES</b>	□NO
prescription drugs?				
104. Prior to the past three years, have you used any drug recr			<b>YES</b>	
105. Prior to the past three years, have you tried or used one of			<b>YES</b>	□NO
limited circumstances (for example: experimentation, at				
106. Have you ever engaged in any of the activities listed belo	ow for drugs, narcotics, or illegal sub	stances-	<b>YES</b>	□NO
including marijuana? (Check all that apply)				
Sold Manufactured				
Furnished Cultivated	Carried or held for anot			
107.At any time in your life, have you EVER engaged in sellin			<b>YES</b>	□NO
furnishing orpossessing drugs, narcotics or illegal substan		s?		
108. Have you ever used marijuana or any other drug not presc			YES	□NO
109. Have you ever been arrested or convicted for a drug-relate			YES	□NO
110.In the past five years, have you missed days or been late to	o work due to drug or alcohol consur	nption?	YES	□NO
111. Do you consume alcohol? And if so how frequently.			YES	NO
112. Are you currently using drugs illegally?			□ YES	□NO

### ANSWEDS TO CENEDAL AND OTHED OHESTIONS

ANSWERS TO GENERAL AND OTHER QUESTIONS				
If you answ	ered "YES" to any of the que	stions 4-111 (pages 28-31), fully explain circumstances, including dates, names of		
individuals : of paper for	additional answers	icate the corresponding question number for each explanation. Use a separate piece		
Question #	additional answers. Explanation			

#### **ANSWERS TO GENERAL AND OTHER QUESTIONS**

	ered "YES" to any of the questions 4-111 (pages 28-31), fully explain circumstances, includ nvolved, and resolution. Indicate the corresponding question number for each explanation.		
	additional answers.	Use a sepa	arate piece
Question #	Explanation		
	PERSONAL DECLARATIONS		
	incidents in your life or detail not mentioned herein, which may influence this agency's evaluation ility for employment? If yes, explain below.	<b>YES</b>	NO
enforcement	beliefs or precepts you may have, which would prevent you from performing the duties of a law officer or communications operator including working weekends, evenings, nights, and holidays? oyment only includes working football games. If yes, explain below.	☐YES	□NO
released can b that will prev but is not lim weeks for pol	The police Department is a 24/7 operation and as a trainee, you will work each shift and when be assigned to any shift for the department needs. Are you or will you be involved with any activity ent you from training on every shift for the initial training program if you were hired. This includes ited to any school, training or other employment. (Initial training program lasts a minimum of 15 ice officers/communications operators) this includes Saturday, Sunday and holidays. This does not ian hires. If yes, explain below.	□YES	□no

I hereby certify that I have personally completed and initialed each page of this form and any supplemental page(s) attached, and that all statements made are true and complete to the best of my knowledge and belief. I understand that any misstatement of material fact may subject me to disqualification; or, if I have been appointed, may disqualify me from continued employment.

I hereby grant authorization to the Texas Tech Police Department to contact any person or organization for information and/or documents to verify the validity of any previous statement regarding my previous employment, character, and conduct. I also certify I have read the instructions and I am aware that not completing all information and turning in the required documents could disqualify me from the application process.

(SIGNATURE OF APPLICANT)		DAT	E	
Sworn and subscribed before me, this the	day of			
Notary Public in and for the State of Texas.			[Notary Seal/Stamp]	
My commission expires	-			
PRINTED NAME OF NOTARY		SIGN	ATURE OF NOTARY	



Texas Tech Police Department Box 43041 Lubbock, Texas 78409-3041 (806) 742-3931 Fax: (806) 742-3903

#### AUTHORIZATION TO RELEASE OF PERSONAL INFORMATION

I \_\_\_\_\_\_, do hereby authorize a review of an full disclosure of all records concerning myself to any duly authorized agent of the Texas Tech Police Department, whether the said records are public, private, or confidential nature.

I consent to your release of any and all public and private information that you may have concerning me, my employment records, my background and reputation, my military service records, educational records, my financial status, my criminal history records, including any arrest records, any information contained in investigatory files, efficiency ratings, complaints or grievances filed by or against me, attendance records, polygraph examination, and any internal affairs investigations and discipline, including any files which are deemed to be confidential.

I understand that any information obtained by a personal history background investigation which is developed directly or indirectly, in whole or in part, upon this release authorization will be considered in determining my suitability for employment by the Texas Tech Police Department. I also certify that any person(s) who may furnish such information concerning me shall not be held accountable for giving this information; and I do hereby release said person(s) from any and all liability which may be incurred as a result of furnishing such information.

Any and all charges or fees concerning this request will be at the applicant's expense.

A photocopy or FAX copy of this release form will be valid, as an original thereof, even though the said photocopy or FAX copy does not contain an original writing of my signature.

Signature of Applicant	Date			
Printed Name of Applicant	Date of Birth			
Social Security Number	Race	Sex		
Drivers License Number	State			
THE FOLLOWING CERTIFIC	ATION MUST BE EXE	CUTED BY A NOT	FARY PUBLIC.	
State of	City of	on	n(Date)	_•
This individual whose name is sign to be his/hers, and having been duly			re me, acknowledged the foregoing signts in the said instrument are true.	nature
	Notar	y Public, Signature		
My commission expires on the	day	of	20	
P. O. Box 43041 I Lubbock, Texa	s 79409-3041 I T 806.	742.3931 I F 806.74	42.3903	

NAME: (Last, First, M)

# **APPLICANT INSTRUCTIONS:** WRITE NAME ON LINE ABOVE. EVERYTHING BELOW THIS BOX IS TO BE FILLED OUT BY TEXAS TECH DEPARTMENT PERSONNEL ONLY WHEN THE APPLICANT HAS TURNED IN THE PERSONAL HISTORY STATEMENT.

OFFICE	USE	ONLY
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DATE: REVIEWED BY: INSTRUCTIONS FOR REVIEWER: VERIFY ALL DOCUMENTS ARE ORIGINAL OR A CERTIFIED TRUE COPY. MAKE PHOTOCOPIES OF ALL ORIGINAL DOCUMENTS AND GIVE ORIGINAL DOCUMENTS BACK TO THE APPLICANT. CHECK YES, IF THE PERSON HAS TURNED IN AN ORIGINAL COPY. IF THE PERSON HAS NOT TURNED IN AN ORIGINAL COPY PLEASE CHECK THE ORIGINAL NEEDED BOX. IF THE PERSON DOES NOT HAVE AN ORIGINAL PLEASE CHECK NO AND WRITE A COMMENT IN THE BLOCK STATING THE EXPLANATION FOR NOT HAVING THE DOCUMENT.

DOCUMENT PROVIDED	
BIRTH CERTIFICATE	Yes No Original Needed
SOCIAL SECURITY CARD	Yes No Original Needed
DRIVER'S LICENSE	Yes No Original Needed
VEHICLE LIABILITY INSURANCE POLICY	Yes No Original Needed
HIGH SCHOOL TRANSCRIPTS OR DIPLOMA	Yes No Original Needed
CREDIT REPORT	Yes No Original Needed
COLLEGE TRANSCRIPTS	Yes No N/A Original Needed
MARRIAGE CERTIFICATE – IF APPLICABLE	Yes No N/A Original Needed
DISSOLUTION OF MARRIAGE DECREE– IF APPLICABLE	Yes No N/A Original Needed
NATURALIZATION PAPERS – IF APPLICABLE	Yes No N/A Original Needed
MILITARY DISCHARGE PAPERS – DD214 (ALL COPIES INCLUDING MEMBER 4)	Yes No N/A Original Needed

All documents required must be original. If the document is not an original, the original must be shown on date of interview to be hired.

#### HIRING MANAGER USE ONLY:

Background Inves	stigator:		
Date Given:	Return	Date:	