

CITIZEN'S LAW ENFORCEMENT ACADEMY

SPONSORED BY

**THE BOERNE POLICE DEPARTMENT, THE KENDALL COUNTY SHERIFF'S OFFICE
AND THE FAIR OAKS RANCH POLICE DEPARTMENT**

124 Old San Antonio Road Boerne, Texas 78006
Phone (830) 249-8645 Fax (830) 816-7373

INSTRUCTIONS FOR COMPLETING APPLICATION FOR CITIZEN'S LAW ENFORCEMENT ACADEMY

Thank you for your interest in wanting to attend the Citizen's Law Enforcement Academy. The decision to attend is a commitment of your time to assist the department in its mission. The application you submit will be reviewed and evaluated based on the information you have supplied. Failure to answer all questions completely and accurately may disqualify your application from consideration.

PLEASE FOLLOW THESE INSTRUCTIONS TO COMPLETE THIS APPLICATION:

1. Applications are accepted on a first come first serve basis.
2. Complete the application in clear, legible handwriting, using blue or black ink (no pencils) or complete online.
3. The application must be signed and dated by the applicant.
4. If you are selected, you will be contacted. However, not all applicants are selected.

Minimum Standards:

Members of the Citizen's Law Enforcement Academy will be appointed at the discretion of the Academy Committee and must:

- Be at least 21 years of age
- Live or work in Boerne, Kendall County or Fair Oaks Ranch
- Be in good physical and mental health
- No Felony Convictions
- No Domestic Violence or Sexual Offense Convictions
- No conviction for a crime of moral turpitude
- No Class A or B Misdemeanor convictions within the last 5 years
- The Academy Committee, in its sole discretion, may reject any applicant or volunteer whose criminal background it deems unacceptable or questionable. This includes but is not limited to applicants with multiple criminal history entries.

Last Name	First Name	Middle Initial	Social Security #
Street Address			_(____)_____
City, State, Zip Code		D.O.B.	Home Telephone #
Shirt Size:			_(____)_____
			Work Telephone #
			Cell phone #

May we call you at your daytime phone number if we need more information? Yes No

If yes, daytime phone number: (____)_____

Are you at least twenty-one (21) years of age? Yes No (If under age 21, indicate age) _____

Do you have the legal right to work in the United States? Yes No

It may be necessary to submit documents as required by law to verify your identification upon being selected to attend the Citizen's Law Enforcement Academy.

Have you ever filed an application with us before? Yes No If yes, when? _____

Have you ever been employed or volunteered with us before? Yes No If yes, when? _____

How soon would you be available to attend? _____



DRIVING AND CONVICTION RECORD:

Driver's License #	State	Type	Expiration
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Have you had any driving violations within the last three years for which you were convicted, served probation, took deferred adjudication or attended driving school? Yes No

If yes, please complete the following and attach an additional sheet, if necessary:

Charge	Date	Location
Charge	Date	Location
Charge	Date	Location

Has your driver's license ever been revoked? Yes No If yes, when and why? _____



Have you ever been convicted of or received deferred adjudication for a felony or misdemeanor, other than minor traffic violations? Yes No If yes, please provide the following:

Charge	Date	Location
_____	_____	_____
_____	_____	_____
_____	_____	_____

NOTE: A prior conviction will not automatically exclude you but must be disclosed on application.

List your present employer.

EMPLOYER: _____ Job Title: _____

Employed From (mo./day/yr.): _____ / _____ / _____ To (mo./day/yr.): _____ / _____ / _____

Address: _____

City: _____ State: _____ Zip Code: _____

Description of Duties: _____

PLEASE READ CAREFULLY BEFORE SIGNING

I certify the statements made by me in this application are true, complete, and correct to the best of my knowledge, and are made by me in good faith. I understand that any falsifications, misrepresentations or omissions of fact in this application may be cause for my elimination from consideration.

I understand that consideration of my being selected for a position as Citizen's Law Enforcement Academy applicant is contingent upon the results of a background check.

Signature of Applicant

Date

AUTHORIZATION FOR RELEASE OF PERSONAL DATA

I, the undersigned, hereby authorize and request any present or former employer, educational institution, organization, law enforcement agency, financial institution, consumer reporting agency, or other persons having personal knowledge concerning my work record, school record, military record, reputation, or financial or credit status, to furnish the Academy Committee and/or its representatives, with any and all information in their possession regarding these matters, in connection with an application for or retention of a volunteer. Furthermore, I hereby release from liability and hold harmless all persons, organizations, agencies or institutions supplying this information to the Boerne PD, Kendall SO, Fair Oaks Ranch PD and/or its representatives. A photocopy of this authorization is as effective as the original.

Applicant's Printed Name _____

Applicant's Signature _____ Date: _____

Applicant's Social Security Number _____ - _____ - _____

Applicant's Date of Birth: _____