

**AN EQUAL OPPORTUNITY EMPLOYER**



209 S. WASHINGTON  
AUFMAN, TEXAS 75142  
(972) 932-2216  
METRO (972) 962-5321  
FAX (972) 932-0307

**FOR OFFICE USE ONLY**

Please print. Application will not be considered unless completed in full and signed. Withheld and/or false information are cause for rejection or dismissal. All applications become inactive after the position is filled.

Date \_\_\_\_\_ Position Desired \_\_\_\_\_

Do you desire  full or  part-time work? If part-time, what hours? \_\_\_\_\_

Name: \_\_\_\_\_ (LAST) \_\_\_\_\_ (FIRST) \_\_\_\_\_ (MIDDLE) \_\_\_\_\_

Address: \_\_\_\_\_ (Street) \_\_\_\_\_ (City) \_\_\_\_\_ (State) \_\_\_\_\_ (Zip Code) \_\_\_\_\_

Telephone: (\_\_\_\_\_) \_\_\_\_\_  
Area Code \_\_\_\_\_

Driver's License No. \_\_\_\_\_  Operator  Commercial  Chauffeur

State Issued:  Texas  Other: \_\_\_\_\_ Date Expires: \_\_\_\_\_

Person to be notified in case of emergency: \_\_\_\_\_ (Name) \_\_\_\_\_ (Relationship)

(Address) (City, State, Zip) (Area Code – Telephone)

1. Have you applied for employment with the City of Kaufman before?  Yes  No Date: \_\_\_\_\_
2. Are you now or have you ever worked for the City of Kaufman?  Yes  No Date: \_\_\_\_\_
3. Are you a citizen of the United States?  Yes  No
4. Have you ever been discharged or asked to resign because of Unsatisfactory conduct or performance of duties?  Yes  No
5. Have you ever been convicted of a crime?  Yes  No

If yes, explain: \_\_\_\_\_  
A criminal record will not necessarily disqualify you from employment. Your case will be considered in relationship to the requirement of the particular job.

6. Are you or your relatives related to any member of the City Council or any person employed by the City of Kaufman?  Yes  No

(Name) (Relation) (Position)

7. Have you served in the Armed Forces or National Guard of the United States?  Yes  No

If yes, please complete the following:

Branch \_\_\_\_\_ Date Entered \_\_\_\_\_

Date Discharged \_\_\_\_\_ Rank at Discharge \_\_\_\_\_

List your specific training and duties: \_\_\_\_\_

# Employment Experience

List each job held. Start with your current or last job. Include military service assignments and volunteer activities.  
(Exclude groups which indicate race, color, religion, gender or national origin.)

**\*CURRENT EMPLOYER:** \_\_\_\_\_ Supervisor: \_\_\_\_\_

Address: \_\_\_\_\_ Phone No. \_\_\_\_\_

Your Position Title & Duties: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reason for desiring change: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Starting Date: \_\_\_\_\_  
Ending Date: \_\_\_\_\_  
Starting Salary: \_\_\_\_\_  
Ending Salary: \_\_\_\_\_  
May we contact this employer? \_\_\_\_\_

**\*LAST EMPLOYER:** \_\_\_\_\_ Supervisor: \_\_\_\_\_

Address: \_\_\_\_\_ Phone No. \_\_\_\_\_

Your Position Title & Duties: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Starting Date: \_\_\_\_\_  
Ending Date: \_\_\_\_\_  
Starting Salary: \_\_\_\_\_  
Ending Salary: \_\_\_\_\_

Indicate Reason for Leaving:  Resigned  Discharged  Lay-off  Other

Explain Reason for Leaving: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**\*NEXT PREVIOUS EMPLOYER:** \_\_\_\_\_ Supervisor: \_\_\_\_\_

Address: \_\_\_\_\_ Phone No. \_\_\_\_\_

Your Position Title & Duties: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Starting Date: \_\_\_\_\_  
Ending Date: \_\_\_\_\_  
Starting Salary: \_\_\_\_\_  
Ending Salary: \_\_\_\_\_

Indicate Reason for Leaving:  Resigned  Discharged  Lay-off  Other

Explain Reason for Leaving: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**\*NEXT PREVIOUS EMPLOYER:** \_\_\_\_\_ Supervisor: \_\_\_\_\_

Address: \_\_\_\_\_ Phone No. \_\_\_\_\_

Your Position Title & Duties: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Starting Date: \_\_\_\_\_  
Ending Date: \_\_\_\_\_  
Starting Salary: \_\_\_\_\_  
Ending Salary: \_\_\_\_\_

Indicate Reason for Leaving:  Resigned  Discharged  Lay-off  Other

Explain Reason for Leaving: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**\*NEXT PREVIOUS EMPLOYER:** \_\_\_\_\_ Supervisor: \_\_\_\_\_

Address: \_\_\_\_\_ Phone No. \_\_\_\_\_

Your Position Title & Duties: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Starting Date: \_\_\_\_\_  
Ending Date: \_\_\_\_\_  
Starting Salary: \_\_\_\_\_  
Ending Salary: \_\_\_\_\_

Indicate Reason for Leaving:  Resigned  Discharged  Lay-off  Other

Explain Reason for Leaving: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Education

Did you graduate from high school or receive an equivalent diploma?

Yes      High School; When: \_\_\_\_\_

Yes      G.E.D.; When: \_\_\_\_\_

No      Last Grade Completed: \_\_\_\_\_

High School: \_\_\_\_\_  
(Name) \_\_\_\_\_ (Address) \_\_\_\_\_

Education: Circle highest grade completed.

1    2    3    4    5    6    7    8    9    10    11    12    13    14    15    16    17    18    19+

Vocational or Trade School (Name/Address)	Dates of Attendance	Area of Study		Certificate Received			Date Received	
College/University (Name/Address)	Dates of Attendance	Major	Minor	Hours Completed In			Degree Received	
				Major	Minor	Other	Title	Dates

List professional or technical licenses, registrations, certificates or memberships you possess. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

List any manufacturing or construction equipment or machines you operate (include office equipment, if applicable). \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Summarize special skills and qualifications acquired from employment or other experience that relates to this position:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## REFERENCES

Give the names and telephone numbers of three (3) persons, other than relatives, who have knowledge of your character, experience, or ability:

Name

Occupation, Position

(Area Code) Telephone

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Qualified applicants are considered for all positions without regard to race, color, religion, gender, national origin, age, marital or veteran status, or the presence of a non-job related medical condition or handicap.

In relation to the education and experience record you have provided, please explain in detail any time lapse due to unemployment or other reasons.

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## **YOUR APPLICATION WILL NOT BE CONSIDERED UNLESS IT IS SIGNED AND ALL QUESTIONS ANSWERED.**

1. The information that I have provided on this application is accurate to the best of my knowledge and subject to validation by the City of Kaufman.
2. I hereby authorize any person holding information regarding my employment, character, qualifications, habits, reputation, credit, medical history, past record of performance or any pertinent information in consideration of my application for employment to the City of Kaufman.
3. I understand and agree that:
  - (a) The city will not be liable and I hereby hold harmless the City of Kaufman from any claim in my behalf for any damage which may result from furnishing the information requested above.
  - (b) Any material misrepresentation or deliberate omission of a fact in my application may be justification for refusal or, if employed, termination from City of Kaufman employment.

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Signature of Applicant

Date

## **FOR PERSONNEL DEPARTMENT USE ONLY**

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Arrange Interview

Yes

No

Schedule: \_\_\_\_\_

Date/Time

If No, reason:

- Incomplete Application
- Driver License Invalid
- Uninsurable under City insurance due to driving record
- Nepotism
- Does not meet required minimum qualification for position
- Withheld and/or false information on application
- Other: \_\_\_\_\_

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By: \_\_\_\_\_

Date: \_\_\_\_\_

Director of Personnel

Job Announcement No. \_\_\_\_\_



### **AUTHORITY TO RELEASE INFORMATION**

TO WHOM IT MAY CONCERN:

I hereby authorize the KAUFMAN POLICE DEPARTMENT and its authorized representatives bearing this release, or a copy thereof, within one year of this 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, and credit 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 education, institution, hospital, or other repository of medical records, credit bureau, lending institution, consumer reporting 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, and educational 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 \_\_\_\_\_.

Printed Name of Notary Public:

My commission Expires: \_\_\_\_\_

# **IMPORTANT INFORMATION**

## **TCOLE Personal History Statement**

### **Template Instructions**

The attached Personal History Statement (PHS) is intended as a sample of what TCOLE considers to be the minimum information necessary to meet the required background investigation (BI) for any law enforcement licensee appointed to an agency, as defined under TCOLE Rule 211.1(a)(8).

Agency administrators may add additional information or agency identifiers without deletion or elimination of any information in this document. They may also decide at which stage in the pre-appointment process the PHS/BI will be completed as long as it is done before the applicant is appointed. The objective is to help the agency's chief administrator to make an informed decision based on factual and verifiable information.

The PHS/BI is an auditable document which must be retained along with all other required TCOLE appointment documents through the licensee's employment and five (5) years after he or she leaves the agency. For training academies, the record must be retained for five (5) years from the last date at the academy.

# TEXAS COMMISSION ON LAW ENFORCEMENT

**TCOLE**

**AGENCY NAME:**

**APPLICANT'S PERSONAL HISTORY STATEMENT**

**PERSONAL HISTORY STATEMENT FOR TEXAS**

Appointment/Employment

Name:

Date Issued:

Complete and Return By:

I am applying for:

Peace Officer                    PID #:

County Jailer                    PID #:

Telecommunicator                PID #:

Civilian Employment

## **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, guarantee selection.

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. The Personal History Statement will be used as a basis for a background investigation that will determine your eligibility for becoming an employee.

1. Your application must be printed legibly in **BLACK INK** by the applicant or typed. Answer all questions truthfully and accurately.
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. You are responsible for obtaining correct and full addresses. If you are not sure of an address, personally verify before making that entry on this history statement. Errors will not be viewed favorably. **ALL ADDRESSES MUST BE COMPLETE WITH ZIP CODES.**
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. Omissions or falsifications will result in disqualification.
7. You are responsible for furnishing any changes and/or updating your application as needed, such as address changes or telephone changes in writing.
8. Any candidate submitting an incomplete application **WILL NOT BE CONSIDERED FOR EMPLOYMENT**. Your application will be evaluated on completeness and neatness.
9. **All documents requested must be submitted with the application** (photocopies are acceptable in most cases). *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.*

Completed Personal History Statement

Copy of your Social Security card

Original certified copy of your birth certificate (no photo copy)

Copy of your valid Texas driver license or a copy of another State's driver license (applicant must possess a valid Texas driver license prior to being offered employment)

Copy of your High School diploma or GED certificate or an honorable discharge from the armed forces of the United States after at least twenty-four months of active service

Sealed original certified copy of your college transcript (no photo copy)

Photocopy of your college diploma

Copy of your Peace Officer Certificate from your police academy (Peace Officer Applicants Only)

Copy of your Texas peace officer license & all training certificates awarded to you (Peace Officer Applicants Only)

Copy of your DD-214 and/or other military discharge documents (if applicable)

Original certified copy of your Naturalization papers, if applicable (no photo copy)

Copy of current proof of automobile liability insurance

Copy of a TCOLE approved Firearms Qualifications within the last 12 months

10. If you have questions, please contact your assigned background investigator.

11. When submitting the completed documents, please place them in a sealed envelope marked 'Personal and Confidential' to your assigned background investigator.

## 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 five 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, plead 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, plead 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 had a military court martial that resulted in a dishonorable or other discharge based on misconduct which bars future military service.

### 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 prospective 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.

### Disclosure of Medically Related Information

In accordance with the 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.

**SECTION 1: PERSONAL**

Last Name:

First Name:

Middle Name:

Suffix:

Other Names, including nicknames, you have used or been known by:

Maiden:

SSN #:

Date of Birth:

Driver License #:

State:

Exp:

Street Address, (Apt/Unit):

City:

State:

Zip Code:

Mailing Address (if different than above):

City:

State:

Zip Code:

Home Phone #:

Cell:

Work (Ext.):

Fax:

Other Phone #(s):

List ALL Email Addresses:

Place of Birth (City, County, State, Country):

Physical Description:

Height:

Weight:

Hair Color:

Eye Color:

Have you ever attended a basic licensing course?      Yes      No

If yes, provide the PID you were assigned:

A. Academy Name:      From:      To:

Location (City, State):

Name Training Coordinator:      Contact Number:

Did you graduate?      Yes      No

B. Academy Name:      From:      To:

Location (City, State):

Name Training Coordinator:      Contact Number:

Did you graduate?      Yes      No

Have you **ever** applied to any other law enforcement agency in the last ten years (city, county, state or federal)?

- If yes, list ALL agencies you have applied to, starting with the most recent (give complete and accurate addresses).
- All agencies MUST be listed regardless of the outcome or current status. Check all boxes that apply for each agency.
- If you need additional space for your answers, attach additional sheets as needed. Be sure to indicate what section number and page this refers to.

**A. Name of Agency:**

**Position Applied For:**

Date Applied: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Background Investigator's Name (if known):

Contact Number, (ext):  Email:

Check each step in the process that you completed, and your status:

<b>Steps:</b>	Application	Written	Physical agility	Oral	Polygraph/CVSA	Background
	Conditional job offer		Psychological examination	Date:	Medical	Date:
<b>Status:</b>	Hired	On List	Withdrawn	Disqualified		

**B. Name of Agency:**

**Position Applied For:**

Date Applied: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Background Investigator's Name (if known):

Contact Number, (ext):  Email:

Check each step in the process that you completed, and your status:

<b>Steps:</b>	Application	Written	Physical agility	Oral	Polygraph/CVSA	Background
	Conditional job offer		Psychological examination	Date:	Medical	Date:
<b>Status:</b>	Hired	On List	Withdrawn	Disqualified		

**C. Name of Agency:**

### Position Applied For:

Date Applied: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Background Investigator's Name (if known):

Contact Number (ext):  Email:

Check each step in the process that you completed, and your status:

<b>Steps:</b>	Application	Written	Physical agility	Oral	Polygraph/CVSA	Background
	Conditional job offer		Psychological examination	Date:	Medical	Date:
<b>Status:</b>	Hired	On List	Withdrawn	Disqualified		

## SECTION 2: RELATIVES AND REFERENCES

### IMMEDIATE FAMILY

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

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

N/A      **A. Father's Name:**      D.O.B.:

Home Address:

City:      State:      Zip:

Work Address:

City:      State:      Zip:

Home Phone:      Cell Phone:      Work Phone:

Email:

N/A      **B. Step-Father's Name:**      D.O.B.:

Home Address:

City:      State:      Zip:

Work Address:

City:      State:      Zip:

Home Phone:      Cell Phone:      Work Phone:

Email:

N/A      **C. Mother's Name:**      D.O.B.:

Home Address:

City:      State:      Zip:

Work Address:

City:      State:      Zip:

Home Phone:      Cell Phone:      Work Phone:

Email:

N/A      **D. Step-Mother's Name:**      D.O.B.:

Home Address:

City:      State:      Zip:

Work Address:

City:      State:      Zip:

Home Phone:      Cell Phone:      Work Phone:

Email:

N/A **E. Spouse/Registered Domestic Partner's Name:**

D.O.B.:

Home Address:

City:

State:

Zip:

Work Address:

City:

State:

Zip:

Home Phone:

Cell Phone:

Work Phone:

Email:

Years of Marriage:

Is there, or has there been, a restraining or stay-away order in effect for this individual?  Yes  No

N/A **F. Father-in-Law's Name:**

D.O.B.:

Home Address:

City:

State:

Zip:

Work Address:

City:

State:

Zip:

Home Phone:

Cell Phone:

Work Phone:

Email:

N/A **G. Mother-in-Law's Name:**

D.O.B.:

Home Address:

City:

State:

Zip:

Work Address:

City:

State:

Zip:

Home Phone:

Cell Phone:

Work Phone:

Email:

N/A **H. Former Spouse/Cohabitant's Name(s):**

D.O.B.:

Male

Female

Home Address:

City:

State:

Zip:

Work Address:

City:

State:

Zip:

Home Phone:

Cell Phone:

Work Phone:

Email:

Years of Dissolution:

Is there, or has there been, a restraining or stay-away order in effect for this individual?  Yes  No





N/A	<b>2. Name:</b>	Male	Female
D.O.B.:	Custodial parent or guardian (if other than you):		
Address:			
City:	State:	Zip:	
Contact Number:	Email:		
N/A	<b>3. Name:</b>	Male	Female
D.O.B.:	Custodial parent or guardian (if other than you):		
Address:			
City:	State:	Zip:	
Contact Number:	Email:		
N/A	<b>4. Name:</b>	Male	Female
D.O.B.:	Custodial parent or guardian (if other than you):		
Address:			
City:	State:	Zip:	
Contact Number:	Email:		
N/A	<b>5. Name:</b>	Male	Female
D.O.B.:	Custodial parent or guardian (if other than you):		
Address:			
City:	State:	Zip:	
Contact Number:	Email:		
N/A	<b>6. Name:</b>	Male	Female
D.O.B.:	Custodial parent or guardian (if other than you):		
Address:			
City:	State:	Zip:	
Contact Number:	Email:		

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**L. REFERENCES:** List 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.

<b>1. Name:</b>	Address:		
City:	State:	Zip:	
Company/Work Address:			
City:	State:	Zip:	
Home Phone:	Work Phone:	Cell Phone:	Email:

How do you know this person (friend, teacher, family, co-worker)?

How long have you known this person?

**2. Name:**

Address:

City:

State:

Zip:

Company/Work Address:

City:

State:

Zip:

Home Phone:

Work Phone:

Cell Phone:

Email:

How do you know this person (friend, teacher, family, co-worker)?

How long have you known this person?

**3. Name:**

Address:

City:

State:

Zip:

Company/Work Address:

City:

State:

Zip:

Home Phone:

Work Phone:

Cell Phone:

Email:

How do you know this person (friend, teacher, family, co-worker)?

How long have you known this person?

**4. Name:**

Address:

City:

State:

Zip:

Company/Work Address:

City:

State:

Zip:

Home Phone:

Work Phone:

Cell Phone:

Email:

How do you know this person (friend, teacher, family, co-worker)?

How long have you known this person?

**5. Name:**

Address:

City:

State:

Zip:

Company/Work Address:

City:

State:

Zip:

Home Phone:

Work Phone:

Cell Phone:

Email:

How do you know this person (friend, teacher, family, co-worker)?

How long have you known this person?

**6. Name:**

Address:

City:

State:

Zip:

Company/Work Address:

City:

State:

Zip:

Home Phone:

Work Phone:

Cell Phone:

Email:

How do you know this person (friend, teacher, family, co-worker)?

How long have you known this person?

**7. Name:**

Address:

City:

State:

Zip:

Company/Work Address:

City:

State:

Zip:

Home Phone:

Work Phone:

Cell Phone:

Email:

How do you know this person (friend, teacher, family, co-worker)?

How long have you known this person?

**8. Name:**

Address:

City:

State:

Zip:

Company/Work Address:

City:

State:

Zip:

Home Phone:

Work Phone:

Cell Phone:

Email:

How do you know this person (friend, teacher, family, co-worker)?

How long have you known this person?

### **SECTION 3: EDUCATION**

**NOTE:** You will be required to furnish transcripts or other proof to support all of your educational claims.

Check applicable:    High School Diploma    GED    Discharge documents from armed services with 2 years active duty

#### **List high schools attended or where you obtained your GED:**

**1. Name:**

City:

State:

From:

To:

Did you graduate?

Yes

No

**2. Name:**

City:

State:

From:

To:

Did you graduate?

Yes

No

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#### **List all colleges or universities attended:**

**1. Name:**

City:

State:

From:

To:

Type of Degree Earned:

Total Units Earned:

**2. Name:**

City:

State:

From:

To:

Type of Degree Earned:

Total Units Earned:

3. Name:

City:

State:

From:

To:

Type of Degree Earned:

Total Units Earned:

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**List any trade, vocational, or business schools/institutes attended:**

1. Name:

From:

To:

Type of school or training:

City:

State:

Did you complete the course?

Yes

No

2. Name:

From:

To:

Type of school or training:

City:

State:

Did you complete the course?

Yes

No

3. Name:

From:

To:

Type of school or training:

City:

State:

Did you complete the course?

Yes

No

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Have you ever been placed on academic discipline, suspended, or expelled from any high school, college/university, business, or trade school?      Yes      No

If yes, describe in detail below. Starting with high school, list any disciplinary actions received in any school or educational institution. Include when the disciplinary action(s) occurred, name of school(s), and explanation of circumstances.



**4. Former Address:**

City: State: Zip:

If renting; property manager, rent collector, or owner: Contact Number:

Address of property mgr., rent collector, or owner: Email:

City: State: Zip:

From: To:

N/A Name(s) of those with whom you live:

Reason for moving:

**5. Former Address:**

City: State: Zip:

If renting; property manager, rent collector, or owner: Contact Number:

Address of property mgr., rent collector, or owner: Email:

City: State: Zip:

From: To:

N/A Name(s) of those with whom you live:

Reason for moving:

**6. Former Address:**

City: State: Zip:

If renting; property manager, rent collector, or owner: Contact Number:

Address of property mgr., rent collector, or owner: Email:

City: State: Zip:

From: To:

N/A Name(s) of those with whom you live:

Reason for moving:

**7. Former Address:**

City: State: Zip:

If renting; property manager, rent collector, or owner: Contact Number:

Address of property mgr., rent collector, or owner: Email:

City: State: Zip:

From: To:

N/A Name(s) of those with whom you live:

Reason for moving:

Provide contact information for all housemates listed in the above entries for Section 4 that 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. Be sure to indicate what section number and page this refers to.

**1. Housemate Name:** \_\_\_\_\_ **Contact Number:** \_\_\_\_\_ **Email:** \_\_\_\_\_

Current Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Nature of relationship (friend, relative, landlord, housemate only): \_\_\_\_\_

**2. Housemate Name:** \_\_\_\_\_ **Contact Number:** \_\_\_\_\_ **Email:** \_\_\_\_\_

Current Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Nature of relationship (friend, relative, landlord, housemate only): \_\_\_\_\_

**3. Housemate Name:** \_\_\_\_\_ **Contact Number:** \_\_\_\_\_ **Email:** \_\_\_\_\_

Current Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Nature of relationship (friend, relative, landlord, housemate only): \_\_\_\_\_

**4. Housemate Name:** \_\_\_\_\_ **Contact Number:** \_\_\_\_\_ **Email:** \_\_\_\_\_

Current Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Nature of relationship (friend, relative, landlord, housemate only): \_\_\_\_\_

**5. Housemate Name:** \_\_\_\_\_ **Contact Number:** \_\_\_\_\_ **Email:** \_\_\_\_\_

Current Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Nature of relationship (friend, relative, landlord, housemate only): \_\_\_\_\_

**6. Housemate Name:** \_\_\_\_\_ **Contact Number:** \_\_\_\_\_ **Email:** \_\_\_\_\_

Current Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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):

## SECTION 5: EXPERIENCE AND EMPLOYMENT

### JOB EXPERIENCE

- Have you EVER served as a Peace Officer, Jailer, or Telecommunicator in another state OR another country? Yes No  
**If YES, list below.**
- List ALL jobs you have had in the last ten years, including part-time, temporary, self-employment, and volunteer. (Begin with your most current. If more space is needed, continue your response on the additional space page at the end of the Personal History Statement).
- If you have military experience, including reserve duty, enter your military base, assignments, or unit of assignment. Include ALL military services.
- List ALL periods of unemployment in excess of 30 days.

1. Name of Employer or Military Unit: From: To:

Address or Base:

City: State: Zip:

Supervisor: Contact Number: Email:

Job Title: Reason for Leaving:

Duties/Assignments:

Full-Time Part-Time Temporary Self-Employed Unemployed

Names of Co-Worker(s) and their Phone Number(s):

Would there be a problem if we contact your current employer? Yes No

If yes, explain:

---

### 2. Period of Unemployment

From: To:

Check if applicable: Student Between jobs Leave of absence Travel Other

3. Name of Employer or Military Unit:

From:

To:

Address or Base:

City: State: Zip:

Supervisor: Contact Number: Email:

Job Title: Reason for Leaving:

Duties/Assignments:

Full-Time Part-Time Temporary Self-Employed Unemployed

Names of Co-Worker(s) and their Phone Number(s):

---

#### 4. Period of Unemployment

From: To:

Check if applicable: Student Between jobs Leave of absence Travel Other

---

5. Name of Employer or Military Unit: From: To:

Address or Base:

City: State: Zip:

Supervisor: Contact Number: Email:

Job Title: Reason for Leaving:

Duties/Assignments:

Full-Time Part-Time Temporary Self-Employed Unemployed

Names of Co-Worker(s) and their Phone Number(s):

---

#### 6. Period of Unemployment

From: To:

Check if applicable: Student Between jobs Leave of absence Travel Other

---

7. Name of Employer or Military Unit:

From:

To:

Address or Base:

City: State: Zip:

Supervisor: Contact Number: Email:

Job Title: Reason for Leaving:

Duties/Assignments:

Full-Time Part-Time Temporary Self-Employed Unemployed

Names of Co-Worker(s) and their Phone Number(s):

#### 8. Period of Unemployment

From: To:

Check if applicable: Student Between jobs Leave of absence Travel Other

9. Name of Employer or Military Unit: From: To:

Address or Base:

City: State: Zip:

Supervisor: Contact Number: Email:

Job Title: Reason for Leaving:

Duties/Assignments:

Full-Time Part-Time Temporary Self-Employed Unemployed

Names of Co-Worker(s) and their Phone Number(s):

#### 10. Period of Unemployment

From: To:

Check if applicable: Student Between jobs Leave of absence Travel Other

**11. Name of Employer or Military Unit:**

From:

To:

Address or Base:

City: State: Zip:

Supervisor: Contact Number: Email:

Job Title: Reason for Leaving:

Duties/Assignments:

Full-Time Part-Time Temporary Self-Employed Unemployed

Names of Co-Worker(s) and their Phone Number(s):

---

**12. Period of Unemployment**

From: To:

Check if applicable: Student Between jobs Leave of absence Travel Other

---

**13. Name of Employer or Military Unit:** From: To:

Address or Base:

City: State: Zip:

Supervisor: Contact Number: Email:

Job Title: Reason for Leaving:

Duties/Assignments:

Full-Time Part-Time Temporary Self-Employed Unemployed

Names of Co-Worker(s) and their Phone Number(s):

---

**14. Period of Unemployment**

From: To:

Check if applicable: Student Between jobs Leave of absence Travel Other

15. Name of Employer or Military Unit:

From:

To:

Address or Base:

City:

State:

Zip:

Supervisor:

Contact Number:

Email:

Job Title:

Reason for Leaving:

Duties/Assignments:

Full-Time

Part-Time

Temporary

Self-Employed

Unemployed

Names of Co-Worker(s) and their Phone Number(s):

---

16. Period of Unemployment

From: To:

Check if applicable: Student Between jobs Leave of absence Travel Other

---

17. Name of Employer or Military Unit:

From:

To:

Address or Base:

City:

State:

Zip:

Supervisor:

Contact Number:

Email:

Job Title:

Reason for Leaving:

Duties/Assignments:

Full-Time

Part-Time

Temporary

Self-Employed

Unemployed

Names of Co-Worker(s) and their Phone Number(s):

---

18. Have you ever been disciplined at work? (This includes written warnings, formal letters of reprimands, suspensions, reductions in pay, reassignments, or demotions). Yes No

19. Have you ever been fired, released from probation, or asked to resign from any place of employment? Yes No

20. Were you ever involved in a physical/verbal altercation with a supervisor, co-worker, or customer? Yes No

21. Have you ever resigned without giving two weeks-notice? Yes No

22. Have you ever resigned in lieu of termination? Yes No

23. Have you ever been accused of discrimination (such as sexual harassment, racial bias, sexual orientation harassment, etc.) by a co-worker, superior, subordinate, and/or customer? Yes No

24. Were you ever the subject of a written complaint at work? Yes No

25. Have you ever been counseled at work due to lateness or absences? Yes No

26. Did you ever receive an unsatisfactory performance review? Yes No

27. Have you ever sold, released, or given away legally confidential information? Yes No

28. Have you ever called in sick when you were neither sick nor caring for a sick family member? Yes No

If yes, how many sick days have you used in the past five years which were not due to illness?

If you answered "Yes" to any of Questions 18 – 28 (at the bottom of the previous page and above), explain (include when, where, and circumstances; indicate the corresponding question number):

---

Has your work performance ever been affected by your use of alcohol or drugs? Yes 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? Yes No

When? Name of Employer:

## **SECTION 6: MILITARY EXPERIENCE**

**(Complete for all branches of the military served. Add pages if necessary).**

1. Are you required to register for the Selective Service? Yes No

2. If yes, have you registered? Yes No

If no, explain:

Branch of Service: Dates Served From: To:

Type of Discharge: Entry Level Honorable General Other than Honorable

Re-entry Code (1 – 4) if applicable; *refer to your DD-214:*

3. Are you currently participating in one of the following? Military Reserve National Guard

If checked, date obligation ends:

4. Have you ever been the subject of any judicial or non-judiciary disciplinary action (such as, court martial, captain's mast, office hours, company punishment)? Yes No

5. Were you ever denied a security clearance, or had a clearance revoked, suspended or downgraded, either military or any other federal, state, or municipal clearance?      Yes      No

If you answered "Yes" to either of the last two questions (questions 4 and 5), explain. Include dates and circumstances.

## SECTION 7: FINANCIAL

### INCOME AND EXPENSES:

For each of the following questions, fill in the amounts to the nearest dollar.

1. From your employer(s), what is your monthly income?

2. Do you have income other than from your salary or wages?      Yes      No

If yes, fill in amount:      per month      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 and car maintenance, entertainment, etc., as well as any other obligations you may have).

4. Have you ever filed for or declared bankruptcy (Chapter 7, 11 or 13)?      Yes      No

5. Have any of your bills ever been turned over to a collection agency?      Yes      No

6. Have you ever had purchased goods repossessed?      Yes      No

7. Have your wages ever been garnished?      Yes      No

8. Have you ever been delinquent on income or other tax payments?      Yes      No

9. Have you ever failed to file income tax or cheated/lied on an income tax form?      Yes      No

10. Have you ever had an employment bond refused?      Yes      No

11. Have you ever avoided paying any lawful debt by moving away?      Yes      No

12. Have you ever defaulted on a loan, including a student loan?      Yes      No

13a. Have you ever borrowed money to pay for a gambling debt?      Yes      No

13b. If "Yes," do you currently have any outstanding debts as a result of gambling?      Yes      No

14. Have you ever spent money for illegal purposes (e.g., illegal drugs, prostitution, purchase fraudulent documents, etc.)?

Yes      No

15. Have you ever failed to make or been late on a court-ordered payment e.g., child support, alimony, restitution, etc.)?

Yes      No

16. Have you written three or more bad checks in a one-year period?      Yes      No

17. Are you in arrears on court-ordered child support?      Yes      No

If you answered "Yes" to any of Questions 4 – 17 (on the previous page and above), explain. Include when, where, and why and indicate the corresponding question number:

---

## **SECTION 8: LEGAL**

### **Disclosure of Citations, Arrests, and Convictions:**

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

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

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

**Have you EVER been detained for 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 Military Justice)?**      Yes      No

**If yes, explain each incident:**

1. Approximate Date:      Arresting or detaining agency:

Charge:

Disposition or Penalty:

2. Approximate Date:      Arresting or detaining agency:

Charge:

Disposition or Penalty:

3. Approximate Date:      Arresting or detaining agency:

Charge:

Disposition or Penalty:

4. Approximate Date:      Arresting or detaining agency:

Charge:

Disposition or Penalty:

5. Have you ever been placed on court probation as an adult? Yes No

6. Have you ever been convicted of any charge that would prevent you from legally possessing a firearm or ammunition?

Yes No

7. Were you ever required to appear before a juvenile court for an act which would have been a crime, if committed as an adult? Yes No

8. Have you ever been a party in a civil lawsuit (e.g., small claims actions, dissolutions, child custody, paternity, support, etc.)?

Yes No

9. Have the police ever been called to your home for any reason? Yes No

10. Have you or your spouse/partner ever been referred to Child Protective Services? Yes No

11. Have you ever been the subject of an emergency protective, restraining, or stay-away order? Yes No

12. Have you settled any civil suit in which you, your insurance company, or anyone else on your behalf was required to make payment to the other party? Yes No

13. Have you ever fraudulently received welfare, unemployment compensation, compensation, or other state or federal assistance? Yes No

14. Have you ever filed a false insurance or workers' compensation claim? Yes No

If you answered "Yes" to any of Questions 5 – 14 (above), explain. Include court case or document, dates, and circumstances. Indicate the corresponding question number:

---

#### Undetected Acts – Part 1

Within the past **seven** years **OR** at any time after you were first employed in law enforcement, have you ever committed any of the following misdemeanors?

15. Annoying/obscene phone calls Yes No

16. Assault (use of force or violence upon another) Yes No

17. Assault on a family member (use of force or violence upon a family member) Yes No

18. Brandishing a weapon (any type of weapon) Yes No

19. Carrying a concealed weapon without a permit Yes No

20. Contributing to the delinquency of a minor Yes No

21. Defrauding an innkeeper (not paying for food or room at a hotel/motel) Yes No

22. Driving under the influence of alcohol and/or drugs Yes No

23. Drunk in public (being so intoxicated in a public place that you're not able to care for yourself)	Yes	No
24. Hit and run collision (no injuries)	Yes	No
25. Hunting or fishing without a license	Yes	No
26. Illegal gambling	Yes	No
27. Impersonating a peace officer	Yes	No
28. Indecent exposure (including flashing or mooning)	Yes	No
29. Joyriding (using a car or other vehicle without owner's permission)	Yes	No

#### **Undetected Acts – Part 1**

At any time in your life, have you **ever** committed any of the following?

30. Arson (intentionally destroying property by setting a fire)	Yes	No
31. Assault with a deadly weapon	Yes	No
32. Theft of a vehicle and/or vehicle parts	Yes	No
33. Burglary (entering a structure or vehicle to commit theft or other crime)	Yes	No
34. Child molestation (performing unlawful acts with a child)	Yes	No
35. Accessing, producing, or possessing child pornography	Yes	No
36. Injury to a child, elderly, and/or disabled	Yes	No
37. Embezzlement (theft of money or other valuables entrusted to you)	Yes	No
38. Felony drunk driving (involving injuries)	Yes	No
39. Forcible rape or other act of unlawful intercourse/sexual activity	Yes	No
40. Forgery (falsifying any type of document, check certificate, license, currency, etc.)	Yes	No
41. Hit and run (with injuries)	Yes	No
42. Hate crime	Yes	No
43. Insurance fraud	Yes	No
44. Theft (value of over \$500 and/or any firearm)	Yes	No
45. Murder, homicide, or attempted murder	Yes	No
46. Perjury (lying under oath)	Yes	No
47. Possession of an explosive/destructive device	Yes	No
48. Robbery (theft from another person using a weapon, force, or fear)	Yes	No
49. Stalking	Yes	No
50. Blackmail or extortion	Yes	No
51. Any other act amounting to a felony	Yes	No

If you answered "YES" to any of the Questions 15 – 51 (on the previous two pages), fully explain circumstances, including dates, names of individuals involved, and resolution. Indicate the corresponding question number for each explanation.

---

Questions about your current and past recreational drug use. This covers the use of **any** drug, including the unauthorized use of prescription drugs. Your answers should include, **but not limited to**, your use of any of the following drugs.

Amphetamines/Methamphetamine Uppers, Speed, Crank, etc.	Heroin/Opium
Barbiturates (Downers)	Marijuana
Cocaine/Crack Cocaine	Mescaline
Designer Drugs (Ecstasy, Synthetic Heroin, etc.)	Morphine
GHB (Date Rape Drug)	PCP/Angel Dust
Glue	Quaaludes
Hallucinogens (Peyote, LSD, Mushrooms)	Steroids
Hashish/Hashish Oil	Tetrahydrocannabinol (THC)

**52.** Within the past three years, have you used any non-prescribed drug(s) as indicated above or unauthorized prescription drugs?      Yes      No

If yes, give details, including drug(s) used and circumstances:

---

**53.** Prior to the past three years (check all that apply):

I have never used any drug recreationally.

I have tried or used one or more drugs listed above, but only under limited circumstances (for example: experimentation, at parties, concerts, special events, etc.).

If you have, give details including drug(s) used, most recent date used, and circumstances:

Have you **ever** engaged in any of the activities listed below for drugs, narcotics, or illegal substances – including marijuana?

Sold

Manufactured

Purchased

Furnished

Cultivated

Carried or held for another

If you checked any of the items above, give details including drug(s) involved, over what time period(s), and circumstances:

---

## **SECTION 9: MOTOR VEHICLE OPERATION**

Current Driver License #:

State of Issue:

Expiration Date:

Full name under which license was granted:

### **List other states where you have been licensed to operate a motor vehicle:**

1. N/A State of Issue: Type of License: License Number:

Name under which license was granted:

2. N/A State of Issue: Type of License: License Number:

Name under which license was granted:

3. N/A State of Issue: Type of License: License Number:

Name under which license was granted:

---

Have you ever been refused a driver's license by any state? Yes No

If yes, explain (include when, where, and circumstances):

---

Has your driver's license ever been suspended or revoked? Yes No

If yes, explain (include when, where, and circumstances):

**List your current liability insurance on your vehicle(s):**

**4. Type of Coverage:** Insured      Bonded      Cash Deposit

Vehicle Make/Model:      Year:      Vehicle License:

Insurance Company:      Policy Number:      Expires:

Address:

City:      State:      Zip:      Contact Number:

**5. Type of Coverage:** Insured      Bonded      Cash Deposit

Vehicle Make/Model:      Year:      Vehicle License:

Insurance Company:      Policy Number:      Expires:

Address:

City:      State:      Zip:      Contact Number:

**6. Type of Coverage:** Insured      Bonded      Cash Deposit

Vehicle Make/Model:      Year:      Vehicle License:

Insurance Company:      Policy Number:      Expires:

Address:

City:      State:      Zip:      Contact Number:

**7. Type of Coverage:** Insured      Bonded      Cash Deposit

Vehicle Make/Model:      Year:      Vehicle License:

Insurance Company:      Policy Number:      Expires:

Address:

City:      State:      Zip:      Contact Number:

---

**List all traffic citations, excluding parking citations, that you have received within the past seven years:**

**8. Nature of Violation:**

Location (Street, City, State, Zip):

Date Violation Occurred:	Action Taken:	Not Guilty	Fined	Traffic School	Dismissed
--------------------------	---------------	------------	-------	----------------	-----------

**9. Nature of Violation:**

Location (Street, City, State, Zip):

Date Violation Occurred: Action Taken: Not Guilty Fined Traffic School Dismissed

**10. Nature of Violation:**

Location (Street, City, State, Zip):

Date Violation Occurred: Action Taken: Not Guilty Fined Traffic School Dismissed

---

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 involved as the driver in a motor vehicle accident within the past seven years? Yes No**If yes, give details:****11. Date:** Location (Street, City, State, Zip):

Police Report? Yes No Injury or Non-Injury? Injury Non-Injury

Law Enforcement Agency:

**12. Date:** Location (Street, City, State, Zip):

Police Report? Yes No Injury or Non-Injury? Injury Non-Injury

Law Enforcement Agency:

**13. Date:** Location (Street, City, State, Zip):

Police Report? Yes No Injury or Non-Injury? Injury Non-Injury

Law Enforcement Agency:

**14. Date:** Location (Street, City, State, Zip):

Police Report? Yes No Injury or Non-Injury? Injury Non-Injury

Law Enforcement Agency:

Have you ever driven a vehicle without auto insurance, as required by law?      Yes      No

If yes, give reason:

Date:      Location (Street, City, State, Zip):

---

Have you ever been refused automobile liability insurance, or a bond, or had a policy cancelled?      Yes      No

If yes, give reason:

Insurance Company:      Date:

Location (Street, City, State, Zip):

---

Use this space for additional information you would like to include regarding your driving record.

---

**15.** Are you or have you ever been, a member or associate of a criminal enterprise, street gang, or any other group that advocates violence against individuals because of their race, religion, political affiliation, ethnic origin, nationality, gender, sexual preference, or disability?      Yes      No

**16.** Do you have, or have you ever had, a tattoo signifying membership in, or affiliation with, a criminal enterprise, street gang, or any other group that advocates violence against individuals because of their race, religion, political affiliation, ethnic origin, nationality, gender, sexual preference, or disability?      Yes      No

**17.** Since the age of 17, have you ever been involved in an anger-provoked physical fight, confrontation, or other violent act?

Yes      No

**18.** Have you ever hit or physically overpowered a spouse, romantic partner, or family members?      Yes      No

If you answered "**YES**" to any of the questions 15 – 18 (above), give details, dates, and circumstances. Indicate the corresponding question number.

## **SECTION 10: SOCIAL MEDIA SITES**

Have you ever had a social media site (i.e. Facebook, My Space, Instagram, Snapchat etc.)?      Yes      No

List all social media sites, blogs, and/or websites you have created. Provide the website URL and your username.

## **SECTION 11: ADDITIONAL SPACE**

- Duplicate this page as needed to include additional information that does not fit elsewhere on this form (e.g., additional family members, schools, residences, employers, explanations to questions, etc.).
- Identify the corresponding section, question number, and specific item being referenced.

## SECTION 12: CERTIFICATION

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.

---

Signature of Applicant

---

Date

Sworn to and subscribed before me, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Notary public in and for, State of \_\_\_\_\_.

My commission expires: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_.

---

Printed Name of Notary

---

Signature of Notary

Notary Seal or Stamp: