

Criminal Justice Fellows Program Application

Please be sure to enter all required information when completing your application. Your application, transcripts, SAT and/or ACT scores, references, copy of your driver’s license/government issued ID, and AOC records checks from all counties you have resided in or may have been charged in (if 18+ years old) must be received by our office by **April 30th at 5:00 pm**. Any documents received this cutoff will not be processed. Upon receipt of your application, you will receive an email confirming receipt and providing additional information for the application process. Applications and accompanying documents may be submitted by email, fax, or mail. **Fields marked with an * are required.**

Personal Information

First Name *

Middle Name *

Last Name *

Date of Birth *

Phone Number *

Email Address *

Street Address *

State *

North Carolina

City *

Postal/Zip Code *

County of Residence *

Gender (Optional)

Race (Optional)

Have you registered with the Military Selective Service System? Yes No N/A

Current School (Optional/Applicable if you are in high school)

Indicate the semester and year you plan to begin college courses: Spring _____ Fall _____

North Carolina Community College You Plan to Attend * (See Appendix A for a list of NC Community Colleges)

Criminal Justice Profession(s) You Are Interested In * (See Appendix B for a list of eligible professions)

How did you hear about us? * College Fair Social Media DOJ Website A CJ Fellow CJ Agency Other

Acknowledgement

I am a U.S. citizen. *

Yes No

I am a legal resident of North Carolina. *

Yes No

I am a high school graduate, high school senior, or high school junior who is graduating early. *

Yes No

I understand that upon successful submission of my application I will receive a confirmation email from the Criminal Justice Fellows Program containing additional information about the remaining application requirements. *

Yes No

I understand that I am responsible for accessing and downloading the reference form from the North Carolina Department of Justice website and returning two (2) completed reference forms and/or written reference letters on official letterhead to the Criminal Justice Fellows Program with my application by April 30th at 5:00 pm. *

Yes No

I understand that if my SAT and/or ACT test scores are not listed on my transcript being sent to the Criminal Justice Fellows Program, I should have an official score report sent directly to the Criminal Justice Fellows Program and that only score reports dated within the last year will be accepted for this application. *

Yes No

I understand that the Criminal Justice Fellows Program is not responsible for misdirected or misguided mail including copies of transcripts, score reports, or reference documents. *

Yes No

I understand that Criminal Justice Fellows Program forgivable loan funds will only cover tuition, fees, and the cost of books at North Carolina community colleges up to the amounts prescribed in the Program Guide. *

Yes No

I understand that if I am offered a Criminal Justice Fellows award and am less than 18 years old, I will be required to obtain a surety who is willing to sign the promissory note with me. *

Yes No

I understand that if I accept a Criminal Justice Fellows award, I will be required to maintain continuous enrollment at my chosen North Carolina community college, maintain a minimum cumulative 2.0 GPA, maintain appropriate credit hours for each semester to graduate within two (2) years with an Applied Associate Degree in Criminal Justice or in a Committee-approved related field of study, and accept full-time employment in an eligible criminal justice profession for at least four out of five years following graduation. *

Yes No

Community Involvement

List extra-curricular activities in which you have participated, or any awards received while in high school. These may include, but are not limited to, clubs, organizations, athletics, band, etc. Please be as specific as possible. For example, list "JV Soccer" and "Varsity Soccer" as separate activities instead of simply listing "Soccer". Please do not list acronyms for groups or organizations. For example, please write "Fellowship of Christian Athletes" instead of simply listing "FCA".

When considering volunteer activities please follow these rules:

1. Single day volunteer activities should not be included, as no score will be given for these activities. For example, do not list "Relay for Life" if your involvement was limited to walking on the night of the event.
2. Do not include volunteer activities that you completed as a member of an organization or club you list as an activity. For example, do not list a canned food drive that you completed as a Key Club member.
3. Only include volunteer activities in which you participate regularly.
4. Include the organization or group with whom you completed the activity. For example, please write "tutoring elementary students at Green Acres School" instead of simply listing "tutoring".
5. If you assumed a leadership role within the volunteer activity, please be sure to include it.

Please indicate the number of years you have participated in the activity listed and any leadership roles you may have held. Please do not list employment (as the next section will cover that).

Activity

Time Frame

Employment History and Criminal Record

List all jobs, positions, appointments, or internships you have held, starting with your present or most recent job.

Employer

Job Title

Start Date

End Date

Hours Per Week

Employer Phone Number

Employer

Job Title

Start Date

End Date

Hours Per Week

Employer Phone Number

Employer

Job Title

Start Date

End Date

Hours Per Week

Employer Phone Number

Have you ever been arrested by a law enforcement officer or otherwise charged with a criminal offense? The term “charged” as used in this question includes being issued a criminal citation or summons. If you have questions regarding listing charges, please refer to the application directions. *

Yes

No

If you answered “yes”, please list the details below including the date of the offense, type of offense, charging agency, and disposition. You may attach additional pages if necessary.

Essay

Please describe yourself and your future career goals in the criminal justice profession. What type of criminal justice position(s) are you interested in and for which agency/agencies would you like to work for? What has inspired you to engage in the pursuit of these goals? How would this program aid you in achieving these goals? Your essay must be between 250-500 words. *

Application Checklist

Please carefully review the information you have provided up to this point and confirm that the information is complete, truthful, and filled out the best of your ability. After you have reviewed this information, prepare the final components of this application including **at least two (2) references** and your **unofficial transcript**.

Your application will not be reviewed until all documents are received by the Criminal Justice Fellows Program. Please check off the corresponding boxes below after you have completed each requirement and collected the required documentation. Thank you for interest in the program and good luck!

- I have completed the Personal Information section of this application.
- I have completed the Acknowledgement section of this application.
- I have completed the Community Involvement section of this application.
- I have completed the Employment History and Criminal Record section of this application.
- I have completed the Essay section of this application.
- I have attached/submitted my unofficial transcript.
- I have attached/submitted my SAT and/or ACT scores.
- I have attached/submitted at least two (2) reference letters/forms to the program.
- I have attached a copy of my driver’s license or government issued ID.
- If I am 18+ years old, I have obtained and attached an AOC or equivalent agency criminal records background check from all counties I have resided in or may have been charged in.

Please initial below to certify that you have completed each of the items on this checklist. *

Internal Office Use Only

Application Received On

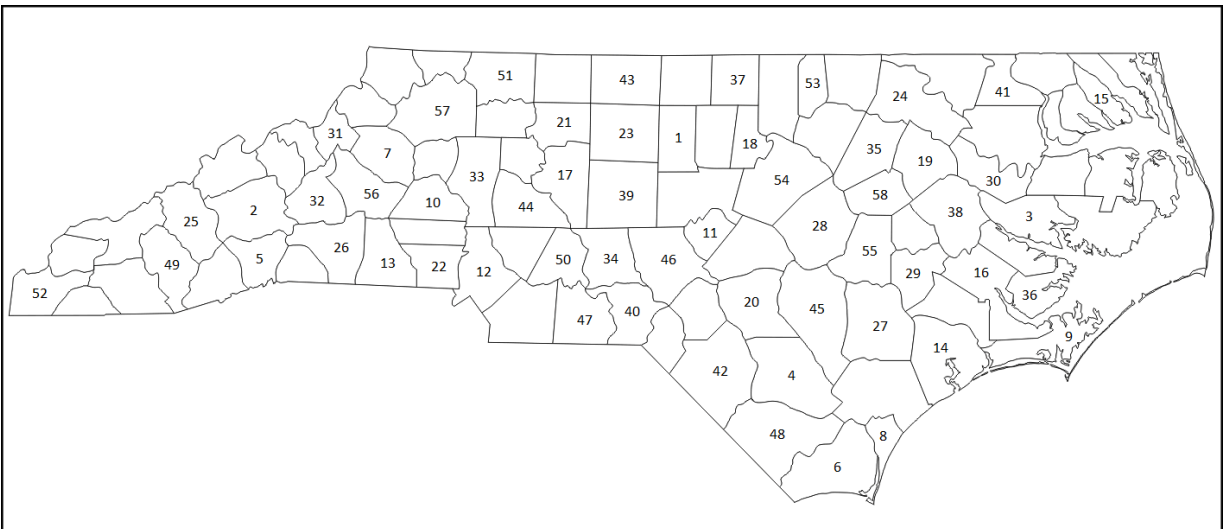
Transcript Received On

SAT and/or ACT Scores Received On

Reference Letters Received On

North Carolina Community Colleges

- | | |
|---|--|
| 1. Alamance Community College | 30. Martin Community College |
| 2. Asheville-Buncombe Technical Community College | 31. Mayland Community College |
| 3. Beaufort County Community College | 32. McDowell Technical Community College |
| 4. Bladen Community College | 33. Mitchell Community College |
| 5. Blue Ridge Community College | 34. Montgomery Community College |
| 6. Brunswick Community College | 35. Nash Community College |
| 7. Caldwell Community College | 36. Pamlico Community College |
| 8. Cape Fear Community College | 37. Piedmont Community College |
| 9. Carteret Community College | 38. Pitt Community College |
| 10. Catawba Valley Community College | 39. Randolph Community College |
| 11. Central Carolina Community College | 40. Richmond Community College |
| 12. Central Piedmont Community College | 41. Roanoke-Chowan Community College |
| 13. Cleveland Community College | 42. Robeson Community College |
| 14. Coastal Carolina Community College | 43. Rockingham Community College |
| 15. College of the Albemarle | 44. Rowan-Cabarrus Community College |
| 16. Craven Community College | 45. Sampson Community College |
| 17. Davidson-Davie Community College | 46. Sandhills Community College |
| 18. Durham Technical Community College | 47. South Piedmont Community College |
| 19. Edgecombe Community College | 48. Southeastern Community College |
| 20. Fayetteville Technical Community College | 49. Southwestern Community College |
| 21. Forsyth Technical Community College | 50. Stanly Community College |
| 22. Gaston College | 51. Surry Community College |
| 23. Guilford Technical Community College | 52. Tri-County Community College |
| 24. Halifax Community College | 53. Vance-County Community College |
| 25. Haywood Community College | 54. Wake Technical Community College |
| 26. Isothermal Community College | 55. Wayne Community College |
| 27. James Sprunt Community College | 56. Western Piedmont Community College |
| 28. Johnson Community College | 57. Wilkes Community College |
| 29. Lenoir Community College | 58. Wilson Technical Community College |



Eligible Criminal Justice Professions

Fellows must obtain and maintain employment one of the following eligible criminal justice professions for four (4) years upon graduation to be eligible for loan forgiveness. This list is not exhaustive and simply represents broad examples of eligible professions. If you have any questions about whether a criminal justice profession that you are interested would fall under one of the listed eligible criminal justice professions, please email cjfellows@ncdoj.gov.

- State and local sworn law enforcement
 - State police officers, city/municipal police officers, metro police officers, highway patrol troopers, detectives, gang officers, K-9 officers
- State correctional officers
 - Prison correctional officers, prison housing unit managers, prison program directors, wardens
- State juvenile justice officers
- Other correctional officers maintained by local governments, and juvenile justice agencies
- Sworn Sheriffs and Deputy Sheriffs
 - Sheriffs, Deputy Sheriffs, bailiffs
- Detention officers
 - County detention officers/jailers
- Telecommunicators under the direct supervision of a law enforcement agency
 - Telecommunicators/dispatchers working for a police department or sheriff office