COMPANY/CAMPUS COMMISSIONING CHECK LIST

Applicant’s Name: ____________________________________________________________

Needed For all applicants

[ ] CP 102 or CP 202 signed by Applicant and Department Head
[ ] CP 1 Campus/Company Police Records Release
[ ] CP 2 Campus/Company Police Drug Test Release
[ ] CP-3 Campus/Company Police Conditional Offer of Employment
[ ] F-1 Medical History Statement (not over 1 year old)
[ ] F-2 Medical examination (not over 1 year old/ doctor’s Name legible)
[ ] F-3 Law Enforcement Personal History Statement (not over three months old)
[ ] F5-A Law Enforcement Report of Appointment
[ ] F-8 Mandated Background Investigation
[ ] F-9 A Firearms Qualification Record
[ ] Drug Screen Results
[ ] 2 Finger Print Cards
[ ] Email JPEG Image to Program Administrator

Also Needed if Applicant is NEW, PROBATIONARY, OUT of STATE TRANSFERS

[ ] F-4 Appraisal
[ ] Psychological Test
[ ] High School Diploma/GED/Transcript
[ ] BLET Certificate (Copy)  If Out of State Transfer get a course syllabus from their Basic Academy spelling out class title and hours attended.

Internal Office Use Only

[ ] Request for Company/Campus Police Test and Polygraph
   (Mail Weaver Memo, Conditional Offer of Employment, F-3, Part I of F-8, and the Exam)

[ ] Request for Company/Campus Police Test only
   (Mail request to appropriate district office along with the Exam)

[ ] Company/Campus Test Results: _______     Retest: _______

[ ] Polygraph

Application Fee Recorded _______ In-Process Data _______ Date Stamped _______ DCI Check _____ T&S Data _______
Revised 2/2012

CP-100