|  |  |  |
| --- | --- | --- |
| **Applicant Name:**        **Email:**       **Date:**   /   / | | |
| **Police Department:** | | |
| **1** |  | Original TCOLE Form C-1 PID Assignment- if PID is needed |
|  |  | Signed letter of sponsorship from sponsoring agency |
|  |  | Signed sponsor direct supervisor form |
| **2** |  | TCOLE Form L-2 Licensee Medical Condition (make sure correct box is marked and dates are valid) |
|  |  | Drug Screening Report |
| **3** |  | Physical Agility Results |
|  |  | Assumption of Risks, Covenant Not to Sue |
|  |  | Emergency Contacts Form |
| **4** |  | TCOLE Form L-3 Licensee Psychological and Emotional Health Declarations |
| **5** |  | Copy of Current, valid driver’s license (should be in color and 200%) |
|  |  | Copy of Birth Certificate (Copy must be signed and dated by person verifying it.) |
|  |  | Copy of U.S. Citizenship Papers  Not Applicable |
|  |  | Copy of current automobile Insurance |
|  |  | Copy of Agency’s Automobile/Liability Insurance |
| **6** |  | FACT Clearinghouse results print out |
|  |  | Copy of documents from the appropriate authority showing the final disposition of each arrest, probation, community supervision, conviction or other criminal history or certified letter of non-prosecution.  Not Applicable |
|  |  | CCH Return |
|  |  | TCIC |
|  |  | NCIC |
|  |  | Driver’s License Return (10-27) |
| **7** |  | DD-214 (member 4 page, showing reenlistment code)  Not Applicable |
|  |  | TCOLE F-5R |
|  |  | Copy of  High School Diploma or  Transcript or  GED Certificate |
|  |  | Personal History Statement |
| **8** |  | Background Investigation Report \* |

\*Please interview spouse/significant others (past and present) and notate that there have not been any issues with domestic violence, child abuse, etc.