Vernon College Police Academy

Basic Peace Officer Course

Student Checklist

Please use the following checklist to assist you through the registration process for the police academy:

* Make appointment to meet will Mr. Hopper (940 689-7190) or Andrea Sanchez
* **Complete Personal History statement and bring to your appointment.**
* **Background Release Form**
* Schedule FAST appointment for Criminal Records Check
	+ <https://uenroll.identogo.com/servicecode/11G4J8> Academy # 485007
* Complete Accuplacer Examination (Reading) Academy Entrance Exam
	+ 940 696-8752 ex. 3278
* **Receive notification from Academy Staff of eligibility to attend**
* **Proof of completed Workforce class – Bring you’re A game.**
* Get medical Exam at T.M.A.C Clinic with drug test, have physician sign L-2 Form and obtain copy of drug Screen results for submission to Academy Staff
* Get Psychological done (see L-3) get appointment at 940 397-3310
* **Submit all required documentation to Academy Staff, including Academy Application**
	+ **DD-214**
	+ **Proof of Education – High School Diploma, Transcript or GED**
	+ **Copy of Driver License**
	+ **Copy of Driving Record (DPS)**
	+ **Copy of Social Security**
	+ **Copy of Birth Certificate**
	+ **Academy Rules Signed**
	+ **Signed Medical Form L-2 with Drug Screen**
	+ **Signed Psychological Form L-3**
	+ **Admittance Request Form**
	+ **Copy of your Entrance exam**

Pay Tuition

Purchase Books, Equipment, Uniforms

These Steps must be completed **two weeks prior** to the start of the Academy. Failure to complete the steps my result in a delay or denial in enrolling in the program. All documentation must be submitted to Academy Staff at the Skills Training Center. All tuition may be paid at admission at Century City or Vernon Campus. Do not hesitate to contact me in the event you have any questions.

Mike Hopper, Coordinator of Protective Services, mhopper@vernoncollege.edu, (940) 689-7190

\*Students under 22 years old are required by state law to have Bacterial Meningitis Vaccination. Submit shot record with academy Packet. Must be done at least 10 days prior to class.