

## Police Officer Document Summary

### **MUST BE COMPLETED AND ATTACHED TO THE FRONT OF THE PERSONAL HISTORY STATEMENT**

Submitting documents as requested is considered part of the selection process. Documents must be attached in the order of the check list below. Your Personal History Statement (PHS) will not be accepted unless all required documents are provided. **Please check if applicable:**

Section #1: Required (note: you may not have court documents). If you do, we need them.

	PHS completed in full; signed and dated and appropriate pages notarized
	High School diploma or GED (required for application to TN Law Enforcement Training Academy)

and

	Unofficial/official college transcript or diploma from an accredited college or university if applicable (subject to verification)
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	Copy of Birth certificate
	Copy of Social Security Card
	Copy of Valid "Class D" driver's license
	Recent photograph - full face (no photo copy)
	Certified copy from the court of any and each criminal offense disposition, including traffic related offenses for which you were charged.

Section #2: Only if applicable for additional (bonus) points. Documentation required for:

	Disabled Veteran- 5 points (documentation must be provided)
	Veteran- 2 points (must provide DD-214) with discharge status (required for TLETA)
	Current TN Post certification (or equiv. from another state) and three years law enforcement experience - 10 points (documentation required)
	No current certification; at least three years law enforcement experience - 8 points
	Current TN Post certification (or equiv. from another state); less than three years law enforcement experience - 5 points (documentation required)
	Associate's Degree 4 points (copy of certified transcript or diploma required for points)
	Bachelor's Degree 8 points (copy of certified transcript or diploma required for points)
	Reserve Officer (documentation required) Use Reserve Officer Certification Form included

I hereby certify that all the above listed documents are being submitted as specified.

\_\_\_\_\_  
Police Officer Applicant Signature

\_\_\_\_\_  
Date