



Basic Peace Officer Certification- TCOLE Course #1000 For Sponsored Cadets

Alamo Area Regional Law Enforcement Academy

Michael Ritchey, Academy Manager

Physical Location:

12625 Wetmore Rd., #436
San Antonio, TX 78247

Admissions Contact:

Lisy Velázquez: livelazquez@aacog.com
Naomi Lee Weiss: nleeweiss@aacog.com
academy@aacog.com

Mailing Address:

2700 NE Interstate Loop 410
San Antonio, TX 78217
P: 210-362-5291 f: 210-824-5881
www.aacog.com/academy
www.aarlea.com Training Platform

Forms included:

Registration Form
Release of Liability and Hold Harmless
Informed Consent Form
C-1 – PID Assignment
TCOLE Minimum Standards
L2
L3
TCOLE Fast Form
Driving Record Information
Is the Academy Right for Me?
BPOC 2023 Class Information
Sponsoring Agency Check List



Instructions for Sponsored Cadets

Basic Peace Officer Certification- TCOLE Course #1000

APPLICANT

1. **Registration Form** – Sponsored applicant must complete and sign the academy's registration form.
2. **Entrance Exam** – If your agency provides an entrance exam, the academy will review/accept a copy of the exam and the applicant's results. Please let us know if the applicant needs to take the entrance exam with the Academy. The cost for the entrance exam at the Academy is \$35 per applicant.
3. **Release of Liability and Hold Harmless Agreement** – Sponsored applicant will need to complete, sign and date form. Form must be notarized.
4. **Informed Consent Form** - Sponsored applicant will need to complete, sign and date form.
5. **Minimum Standards for Initial Licensure** – Please hand the sponsored applicant the form to read on their own.
6. **C-1 – PID Assignment** - Sponsored applicant will need to complete the upper box as legibly as possible, check the two boxes below "Agency administrator or training coordinator...", sign and date it. This acknowledges they received the TCOLE's Minimum Standards for Initial Licensure. If the applicant already has a PID number, they still need to complete the form, and if they know their PID number, have them write it on the upper top corner of the form, if they have one and do not know their PID, have the applicant write "PID" on the same location. The applicant must NOT complete any other section of this form.
7. **Medical / Drugs Screen / Psychological Evaluation** –An L2/Drugs Screen and L3 must be completed. Our academy will approve the L2 and L3 submitted to the academy from an agency medical facility and TCOLE certified psychologists which is regularly used by the agency for their applicants.
8. **Physical Assessment** – Our Academy uses the Concept 2 Rower 2000 meter row. If the sponsoring agency has a similar test and/or the standard Cooper's test, we can accept.

9. **TCOLE FAST Form (Background/Fingerprints)** – Sponsored applicants must complete the FAST Background form per the instructions through <https://identogo.com>. Applicants **MUST USE the specific codes highlighted in yellow, because they are linked to our academy.** Applicants **MUST** complete the FAST background for our academy regardless of completing any prior FAST backgrounds due to TCOLE rules not allowing to share FAST results with other agencies.
10. **Driving Record** – Our Academy requests a driving record. Please have sponsored cadets complete a Type 1 Status Record, by going to the DPS site on the form. Once the applicant receives the record, they will need to email it to the Academy at academy@aacog.com
11. **Is the Academy Right for Me?** – Please hand in this form to the applicant to read on their own.
12. **BPOC 2023 Class Information Sheet** – Information about the upcoming academy classes and dress code to adhere while waiting for uniforms.

AGENCY

13. Please email to the academy items on provided check list.
 - Please remember to provide invoicing information to our academy. The academy will invoice for half of the tuition (\$1900) per cadet, unless requested otherwise by the agency. The academy's BPOC tuition is \$3800 for the course.

NOTE:

TCOLE FAST Form will be emailed to the academy directly from TCOLE
DRIVING RECORD should be emailed directly to the academy from applicant or from the agency if the driving record is provided to the agency by the applicant.

PLEASE CONTACT US WITH ANY QUESTIONS:

210-362-5291 / 210-362-5215

academy@aacog.com



Basic Peace Officer Course Registration and Testing Form

Entrance Exam Fee \$35

Paid online at www.aarlea.com

Paid by Check/M.O. Receipt #:

Class #: _____

Name:	Date of Birth:	DL:
SSN:	Phone:	ALT. Phone:
Address:	City:	State:
Email:	Zip:	

In case of an Emergency, please notify:

Name:	
Relationship to Cadet:	Phone:
Name:	
Relationship to Cadet:	Phone:

Have you ever served in the U.S. Armed Forces? Yes No (Copy of DD214 required)

If so, do you plan on utilizing VA Benefits? Yes No

Are you currently employed by a Law Enforcement Agency? Yes No

If so, will that agency be sponsoring you during this course? Yes No

Agency Name:	
Agency Address: :	
Agency Supervisor:	Phone:

Have you ever been enrolled in OR applied to another Law Enforcement Academy? Yes No If so, fill out the entire section below:

Academy Name:	Date Attended::
Academy Address: :	Phone:
Reason for leaving:	

The following statistical information is requested from TCOLE and the Veterans Administration. Please check the appropriate items.

Gender	Age	Ethnic Background	Check all that apply
<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> 20 yrs <input type="checkbox"/> 21-30 yrs <input type="checkbox"/> 31-40 yrs <input type="checkbox"/> 41-50 yrs <input type="checkbox"/> 51-60 yrs <input type="checkbox"/> >61 yrs	<input type="checkbox"/> White <input type="checkbox"/> African American <input type="checkbox"/> Hispanic <input type="checkbox"/> Asian <input type="checkbox"/> Indian <input type="checkbox"/> Other	<input type="checkbox"/> High School Diploma <input type="checkbox"/> GED <input type="checkbox"/> 30 college hours or less <input type="checkbox"/> 31-60 college hours <input type="checkbox"/> Associates Degree <input type="checkbox"/> Bachelors Degree <input type="checkbox"/> Masters Degree

How did you hear about the AACOG Law Enforcement Academy:

<input type="checkbox"/> AACOG Website	<input type="checkbox"/> Facebook	<input type="checkbox"/> Career Fair
<input type="checkbox"/> Twitter	<input type="checkbox"/> Friend/Relative	<input type="checkbox"/> Internet Advertisement
<input type="checkbox"/> Newspaper	<input type="checkbox"/> Television	<input type="checkbox"/> Graduate/Cadet
<input type="checkbox"/> Printed Brochure	<input type="checkbox"/> Radio	<input type="checkbox"/> Other : _____
<input type="checkbox"/> JBSA	<input type="checkbox"/> Law Enforcement Agency : _____	

In consideration of attending the Basic Peace Officer Licensing course with the Alamo Area Law Enforcement Academy, I am requesting to be permitted to sit for the pre-enrollment exam as indicated above. I further understand that until the first tuition payment is made my admittance into the Academy is not reserved, and should I default on the tuition my position into the class may be forfeited.

Student Signature

Date

Alamo Area Law Enforcement Academy

Release of Liability and Hold Harmless Agreement

In consideration for the Basic Peace Officer and or the Basic Correction Officer Training Courses which includes, but not limited to, firearms training, driver training and mechanics of arrest/tactical training.

_____ agrees to indemnify and hold harmless the Alamo Area Council of Governments, the Alamo Area Law Enforcement Academy, its employees, agents and agencies from all costs, charges, claims, demands and liabilities of any kind arising from improper or negligent use of, participation in, or involvement with the Alamo Area Council of Governments and the Alamo Area Law Enforcement Academy.

And that _____ further agrees to forever release and discharge the Alamo Area Council of Governments, the Alamo Area Law Enforcement Academy, its agencies and employees from any and all causes of action, including personal injury, illness, death, property damage, costs, charges, claims, demands and liabilities of whatever kind, in a manner arising out of said use.

I further agree to permit the Alamo Area Law Enforcement Academy, to conduct any type of investigation civil or criminal into my background. I understand that information will be placed in my cadet file, and I give permission for the Alamo Area Law Enforcement Academy to release this information to any law enforcement agency making inquiries. I further agree that my current mailing address may be released to agencies soliciting cadets for employment.

Dated this _____ day of _____, 20_____.

By: _____

SSN: _____

Sworn and subscribed before me this _____ day of _____, 20_____.

Notary Public, State of Texas

My Commission Expires: _____

Seal

Alamo Area Regional Law Enforcement Academy
Informed Consent Form

The undersigned hereby gives informed consent to engage in a voluntary physical fitness program.

The undersigned understands that there exists the possibility that certain detrimental physiological changes may occur during exercise and exercise testing. These changes could include heat related illness, abnormal heartbeats, abnormal blood pressure and in rare instances, a heart attack. If abnormal changes were to occur, the staff has been trained to recognize symptoms and take appropriate action, including administering CPR and first aid.

I have read this form and understand that there are inherent risks associated with any physical activity and recognize it is my responsibility to provide accurate and complete health/medical history information. Furthermore, it is my responsibility to monitor my individual physical performance during any activity.

In the event of a medical problem, I further recognize that any medical care that may be required is my personal financial responsibility.

(Applicant Name Printed)

Signature

Date

[<<Prev Rule](#)[Next Rule>>](#)

Texas Administrative Code

TITLE 37**PUBLIC SAFETY AND CORRECTIONS****PART 7****TEXAS COMMISSION ON LAW ENFORCEMENT****CHAPTER 217****ENROLLMENT, LICENSING, APPOINTMENT, AND SEPARATION****RULE §217.1****Minimum Standards for Enrollment and Initial Licensure**

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- (a) In order for an individual to enroll in any basic licensing course the provider must have on file documentation, acceptable to the Commission, that the individual meets eligibility for licensure.
- (b) The commission shall issue a license to an applicant who meets the following standards:
- (1) minimum age requirement:
- (A) for peace officers and public security officers, is 21 years of age; or 18 years of age if the applicant has received:
- (i) an associate's degree; or 60 semester hours of credit from an accredited college or university; or
- (ii) has received an honorable discharge from the armed forces of the United States after at least two years of active service;
- (B) for jailers and telecommunicators is 18 years of age;
- (2) minimum educational requirements:
- (A) has passed a general educational development (GED) test indicating high school graduation level;
- (B) holds a high school diploma; or
- (C) for enrollment purposes in a basic peace officer academy only, has an honorable discharge from the armed forces of the United States after at least 24 months of active duty service.
- (3) is fingerprinted and is subjected to a search of local, state and U.S. national records and fingerprint files to disclose any criminal record;
- (4) has never been on court-ordered community supervision or probation for any criminal offense above the grade of Class B misdemeanor or a Class B misdemeanor within the last ten years from the date of the court order;
- (5) is not currently charged with any criminal offense for which conviction would be a bar to licensure;
- (6) has never been convicted of an offense above the grade of a Class B misdemeanor or a Class B misdemeanor within the last ten years;
- (7) has never been convicted or placed on community supervision in any court of an offense involving family violence as defined under Chapter 71, Texas Family Code;
- (8) for peace officers, is not prohibited by state or federal law from operating a motor vehicle;
- (9) for peace officers, is not prohibited by state or federal law from possessing firearms or ammunition;

(10) has been subjected to a background investigation completed by the enrolling or appointing entity into the applicant's personal history. A background investigation shall include, at a minimum, the following:

(A) An enrolling entity shall:

- (i) require completion of the Commission-approved personal history statement;
- (ii) verify that the applicant meets each individual requirement for licensure under this rule based on the personal history statement and any other information known to the enrolling entity; and
- (iii) contact all previous enrolling entities.

(B) In addition to subparagraph (A) of this paragraph, a law enforcement agency or law enforcement agency academy shall:

- (i) require completion of a personal history statement that meets or exceeds the Commission-approved personal history statement;
- (ii) contact at least three personal references;
- (iii) contact all employers for at least the last ten years, if applicable;
- (iv) contact the chief administrator or the chief administrator's designee at each of the applicant's previous law enforcement employers; and
- (v) complete criminal history and driving records checks.

(11) examined by a physician, selected by the appointing or employing agency, who is licensed by the Texas Medical Board. The physician must be familiar with the duties appropriate to the type of license sought and appointment to be made. The appointee must be declared by that professional, on a form prescribed by the commission, within 180 days before the date of appointment by the agency to be:

(A) physically sound and free from any defect which may adversely affect the performance of duty appropriate to the type of license sought;

(B) show no trace of drug dependency or illegal drug use after a blood test or other medical test; and

(C) for the purpose of meeting the requirements for initial licensure, an individual's satisfactory medical exam that is conducted as a requirement of a basic licensing course may remain valid for 180 days from the individual's date of graduation from that academy, if accepted by the appointing agency;

(12) examined by a psychologist, selected by the appointing, employing agency, or the academy, who is licensed by the Texas State Board of Examiners of Psychologists. This examination may also be conducted by a psychiatrist licensed by the Texas Medical Board. The psychologist or psychiatrist must be familiar with the duties appropriate to the type of license sought. The individual must be declared by that professional, on a form prescribed by the commission, to be in satisfactory psychological and emotional health to serve as the type of officer for which the license is sought. The examination must be conducted pursuant to professionally recognized standards and methods. The examination process must consist of a review of a job description for the position sought; review of any personal history statements; review of any background documents; at least two instruments, one which measures personality traits and one which measures psychopathology; and a face to face interview conducted after the instruments have been scored. The appointee must be declared by that professional, on a form prescribed by the commission, within 180 days before the date of the appointment by the agency;

(A) the commission may allow for exceptional circumstances where a licensed physician performs the evaluation of psychological and emotional health. This requires the appointing agency to request in writing and

receive approval from the commission, prior to the evaluation being completed; or

(B) the examination may be conducted by qualified persons identified by Texas Occupations Code §501.004. This requires the appointing agency to request in writing and receive approval from the commission, prior to the evaluation being completed; and

(C) for the purpose of meeting the requirements for initial licensure, an individual's satisfactory psychological exam that is conducted as a requirement of a basic licensing course may remain valid for 180 days from the individual's date of graduation from that academy, if accepted by the appointing agency;

(13) has never received a dishonorable discharge;

(14) has not had a commission license denied by final order or revoked;

(15) is not currently on suspension, or does not have a surrender of license currently in effect;

(16) meets the minimum training standards and passes the commission licensing examination for each license sought;

(17) is a U.S. citizen.

(c) For the purposes of this section, the commission will construe any court-ordered community supervision, probation or conviction for a criminal offense to be its closest equivalent under the Texas Penal Code classification of offenses if the offense arose from:

(1) another penal provision of Texas law; or

(2) a penal provision of any other state, federal, military or foreign jurisdiction.

(d) A classification of an offense as a felony at the time of conviction will never be changed because Texas law has changed or because the offense would not be a felony under current Texas laws.

(e) A person must meet the training and examination requirements:

(1) training for the peace officer license consists of:

(A) the current basic peace officer course(s);

(B) a commission recognized, POST developed, basic law enforcement training course, to include:

(i) out of state licensure or certification; and

(ii) submission of the current eligibility application and fee; or

(C) a commission approved academic alternative program, taken through a licensed academic alternative provider and at least an associate's degree.

(2) training for the jailer license consists of the current basic county corrections course(s) or training recognized under Texas Occupations Code §1701.310;

(3) training for the public security officer license consists of the current basic peace officer course(s);

(4) training for telecommunicator license consists of telecommunicator course; and

(5) passing any examination required for the license sought while the exam approval remains valid.

(f) The commission may issue a provisional license, consistent with Texas Occupations Code §1701.311, to an agency for a person to be appointed by that agency. An agency must submit all required applications currently prescribed by the commission and all required fees before the individual is appointed. Upon the approval of the application, the commission will issue a provisional license. A provisional license is issued in the name of the applicant; however, it is issued to and shall remain in the possession of the agency. Such a license may neither be transferred by the applicant to another agency, nor transferred by the agency to another applicant. A provisional license may not be reissued and expires:

- (1) 12 months from the original appointment date;
- (2) on leaving the appointing agency; or
- (3) on failure to comply with the terms stipulated in the provisional license approval.

(g) The commission may issue a temporary jailer license, consistent with Texas Occupations Code §1701.310. A jailer appointed on a temporary basis shall be enrolled in a basic jailer licensing course on or before the 90th day after their temporary appointment. An agency must submit all required applications currently prescribed by the commission and all required fees before the individual is appointed. Upon the approval of the application, the commission will issue a temporary jailer license. A temporary jailer license may not be renewed and expires:

- (1) 12 months from the original appointment date; or
- (2) on completion of training and passing of the jailer licensing examination.

(h) The commission may issue a temporary telecommunicator license, consistent with Texas Occupations Code §1701.405. An agency must submit all required applications currently prescribed by the commission and all required fees before the individual is appointed. Upon the approval of the application, the commission will issue a temporary telecommunicator license. A temporary telecommunicator license expires:

- (1) 12 months from the original appointment date; or
 - (2) on completion of training and passing of the telecommunicator licensing examination. On expiration of a temporary license, a person is not eligible for a new temporary telecommunicator license for one year.
- (i) A person who fails to comply with the standards set forth in this section shall not accept the issuance of a license and shall not accept any appointment. If an application for licensure is found to be false or untrue, it is subject to cancellation or recall.

(j) The effective date of this section is February 1, 2020.

Source Note: The provisions of this §217.1 adopted to be effective November 1, 2014, 39 TexReg 7935; amended to be effective February 1, 2016, 41 TexReg 274; amended to be effective May 1, 2018, 43 TexReg 1879; amended to be effective February 5, 2020, 45 TexReg 765

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TEXAS COMMISSION ON LAW ENFORCEMENT
 6330 E Highway 290, STE 200, Austin, Texas 78723-1035
 Phone: (512) 936-7700
<http://www.tcole.texas.gov>

PID ASSIGNMENT (C-1)

Completion of all fields required.

INDIVIDUAL INFORMATION

1. Social Security Number	2. First Name	3. M.I.	4. Last Name	5. Suffix (Jr., etc.)
6. Race / Ethnicity <input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Asian <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> Multicultural <input type="checkbox"/> White		7. Date of Birth / /		8. Gender <input type="checkbox"/> Male <input type="checkbox"/> Female
10. Home Mailing Address		11. City		9. Driver's License State: Num.:
14. Height		15. Weight	16. Hair Color	12. State
18. U.S. Citizen <input type="checkbox"/> Yes <input type="checkbox"/> No		19. Phone Number (include area code)		13. Zip Code
		17. Eye Color		20. Email

This form is to be submitted only for the express purpose of having a personal identification number (PID) assigned by TCOLE to the above named individual therein creating a TCOLE record and allowing training to be reported for that individual.

Agency administrator or training coordinator check appropriate box for their student or employee.

- Applying for entry into a basic licensing course.
- Applicant has read and received a copy of §217.1 Minimum Standards for Initial Licensure.

 Signature of Applicant Date

- Future appointment as a Telecommunicator, Temporary or Licensed
- Future appointment as a County or Contract Jailer, Temporary or Licensed
- Future Appointment as a Probation Officer, Juvenile or Adult
- Ability to track training hours

TCOLE agency / training provider number _____ and Name _____

 Agency Administrator or Training Coordinator (Type or Print) Signature Date

Individuals not associated with a training provider or agency check below.

- Applying for instructors certificate
- Applying for Retired Federal Firearms ID
- Applying for consideration of prior out-of-state, federal, military, special forces or TDCJ training.

 Signature of Applicant Date

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LICENSEE MEDICAL CONDITION DECLARATION (L-2) Commission Rule §217.1, 217.7
INDIVIDUAL INFORMATION

1. TCOLE PID	2. Last Name	3. First Name	4. M.I.	5. Suffix (Jr., etc.)
6. Home Mailing Address		7. City	8. State	9. Zip Code

APPOINTMENT (Do not check if student is in an academy)

10. <input type="checkbox"/> Initial Appointment, Never Licensed <input type="checkbox"/> License holder with more than a 180 day break in service	
11. <input type="checkbox"/> Peace Officer <input type="checkbox"/> Reserve Officer <input type="checkbox"/> County Jailer <input type="checkbox"/> Telecommunicator	

DEPARTMENT / ACADEMY INFORMATION

An agency hiring a person for whom a license is sought shall select the examining physician. The hiring agency shall maintain a copy of the report on file in a format readily accessible to the commission.

12. TCOLE Number	13. Appointing Agency or Academy
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Attention Examining Professional: The above information must be completed by the requesting agency prior to the examining professional completing and signing the L-2 form.

INITIAL APPOINTMENTS: Peace Officer (both exams), County Jailer (both exams), Telecommunicator (drug screen only).

MORE THAN 180 day break in service: Peace Officer, County Jailer, and Telecommunicator: Drug Screen ONLY.

I certify that I have completed my examination of the examinee, on this date and determine the examinee is found:				
<input type="checkbox"/> MEDICAL EXAM - To be physically sound and free from any defect which may adversely affect the performance of duty appropriate to the type of license sought.				
<input type="checkbox"/> Physician <input type="checkbox"/> Physician's Assistant <input type="checkbox"/> Nurse Practitioner (State License # not required)				
14. Name (type or print)			15. License No	
16. Street Address				
17. City		18. State	19. Zip Code	20. Phone Number
21. Date of Examination	22. Signature			23. Date

I certify that I have completed my examination of the examinee, on this date and determine the examinee is found:				
<input type="checkbox"/> DRUG SCREEN - To show no trace of drug dependency or illegal drug use after a physical examination, blood test or other medical test.				
<input type="checkbox"/> Physician <input type="checkbox"/> Physician's Assistant <input type="checkbox"/> Nurse Practitioner (State License # not required) <input type="checkbox"/> DoT Provider				
24. Name (type or print)			25. License No	
26. Street Address				
27. City		28. State	29. Zip Code	30. Phone Number
31. Date of Examination	32. Signature			33. Date

THIS DECLARATION IS NOT PUBLIC INFORMATION PER TEXAS OCCUPATIONS CODE 1701.306. VALID FOR 180 DAYS FROM GRADUATION DATE OF ACADEMY, IF ACCEPTED BY APPOINTING AGENCY OR VALID FOR 180 DAYS FROM DATE SIGNED UNLESS WITHDRAWN OR INVALIDATED. MUST BE SIGNED BY A LICENSED PHYSICIAN, NURSE PRACTITIONER, or PHYSICIANS ASSISTANT WITH A VALID PHYSICIANS ID, or in the case of a DoT drug screen only, authorized DoT personnel.

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<http://www.tcole.texas.gov>

LICENSEE PSYCHOLOGICAL AND EMOTIONAL HEALTH DECLARATION (L-3)

Commission Rule 217.01, 217.1, 217.7, 221.35

INDIVIDUAL INFORMATION

1. TCOLE PID	2. Last Name	3. First Name	4. M.I.	5. Suffix (Jr., etc.)
6. Home Mailing Address		7. City	8. State	9. Zip Code

Is this exam for a student enrolling in an academy? Yes No.

If yes, check one Peace Officer County Corrections Telecommunicators School Marshal

Attention Requesting Agency: State Law and Commission Rule require that this psychological examination be performed by a licensed psychologist or a psychiatrist except in an exceptional circumstance when, upon prior approval by the Commission, it may be performed by a qualified licensed physician. The Chief Administrator of the requesting agency must request prior approval in writing and must receive specific written approval before an examination under exceptional circumstances is acceptable.

APPOINTMENT (Do not check if student)

10. <input type="checkbox"/> Peace Officer <input type="checkbox"/> Reserve Officer <input type="checkbox"/> County Jailer <input type="checkbox"/> Telecommunicator <input type="checkbox"/> School Marshal
<input type="checkbox"/> Juvenile Probation Officer <input type="checkbox"/> Public Security Off.

ACADEMY / DEPARTMENT INFORMATION

11. TCOLE Number	12. Agency/Academy Name	13. Mailing Address		
14. City	15. County	16. Zip Code	17. Phone Number	

Attention Examining Professional: State Law and Commission Rule require that this psychological examination be performed by a licensed psychologist or a psychiatrist except in an exceptional circumstance when, upon prior approval by the Commission, it may be performed by a qualified licensed physician. The agency must request prior approval in writing and must receive specific written approval before an examination under exceptional circumstances is acceptable.

STATEMENT OF EXAMINER: (Please check the appropriate box and provide the requested information)

I am a Licensed Psychologist, Psychiatrist, and I certify that I have completed a psychological examination of the above named individual pursuant to professionally recognized standards and methods. I have concluded that, on this date, the individual IS in satisfactory psychological and emotional health to perform the duties, accept the responsibilities and meet the qualifications established by the appointing agency.

Examiner: _____
Name (type or print) State License Number

Mailing Address: _____
Street City State Zip

Phone Number: _____ Date of Examination(s) _____

Signature _____ Date _____

THIS DECLARATION IS NOT PUBLIC INFORMATION AND IS VALID UNLESS WITHDRAWN OR INVALIDATED, AND IS VALID ONLY IF SIGNED BY A LICENSED PSYCHOLOGIST OR PHYSICIAN.



FINGER PRINT INSTRUCTION FORM
TEXAS COMMISSION ON LAW ENFORCEMENT
(TCOLE/Service Code 11G4J8)

1. Schedule an appointment to be electronically fingerprinted by MorphoTrust USA at one of their Identogo enrollment centers.
 - Internet based scheduling is the quickest and most convenient way to obtain a fingerprint appointment.
 - a. **You may begin the process now by simply clicking on this link:**
<https://identogo.com>
 - b. Select **TEXAS** from the dropdown (click "Go" once selected)
 - c. Click on Digital Fingerprinting
 - d. Enter Service Code: **11G4J8** (click "Go" once selected)
 - e. Schedule your appointment accordingly.
 - f. Complete online form (click "Next" once completed)
 - g. Enter Academy Number: **LE-511283** (click "Next" once typed)
 - h. Continue to fill out online form accordingly (click "Next") until finished
 - If you prefer to schedule over the telephone, you must:
 - a. Have your Service Code ready (**11G4J8**), then call **888.467.2080**;
 - b. MorphoTrust will prompt you for the Service Code (**11G4J8**);
 - c. Schedule your appointment accordingly.
2. Arrive at your scheduled appointment with your photo identification and fee (\$39.75).
 - If you plan on bringing a form of identification other than a valid (unexpired) TX Driver License, please refer to the Department of Public Safety's acceptable document types here:
<http://www.l1enrollment.com/state/forms/tx/55fc619a7f7aa.doc>
 - MorphoTrust accepts Visa/MasterCard/Discover/American Express, business checks, money orders and coupon codes (employer accounts) at the time of service.
 - Please note that personal checks and cash are **not accepted**.
3. Your fingerprints will be submitted electronically to DPS and the FBI. You will not receive a printed fingerprint card.
4. At the conclusion of your appointment, the MorphoTrust enrollment agent will provide you with an Identogo receipt stating that you were fingerprinted.
 - Do not throw away the receipt;
 - You may check status on your submission by clicking on this link:
<https://uenroll.identogo.com/servicecode/11G4J8> and then;
 - Click "**Check Status**"

Fingerprints provided for this application shall be used to check criminal history records of the Texas Department of Public Safety and the Federal Bureau of Investigation, in accordance with applicable statutes.



How to Order a Driver Record

You may order a driver record for a Texas driver license, commercial driver license or identification card online or by mail. The Department cannot provide in-person driver record services at any of our locations. To determine the **types** of driver records available, see below.

If you would like to review the current status of your driver license, please visit our [driver eligibility](#) page.

Order Your Driver Record Online

The most convenient way to obtain a driver record is online. To order a record online, you must know the type of driver record you need and have the following information available to begin the online transaction.

1. Your most recently issued Texas driver license, commercial driver license or identification card number
2. The **audit number** from that card (See below to locate your audit number)
3. Your date of birth
4. Last 4 digits of your Social Security Number
5. Adobe Reader ([Download Adobe Reader](#))
6. The latest version of one of the following browsers*:
 - a. Google Chrome
 - b. Internet Explorer
 - c. Mozilla Firefox
 - d. Safari

*The Microsoft Edge Browser is not compatible with this service at this time. If you utilize Microsoft Edge to purchase your record, you will not be able to print. Please use one of the approved browsers listed above to complete your request.

7. A valid credit card (Visa, MasterCard, Discover, or American Express) for the appropriate fee
8. The ability to print the record immediately after purchase

Driver Record Type	Information
Type 1 Status record \$4.00	◆ Date of birth, license status, home address and original Texas driver license application date.

Is the AACOG Law Enforcement Academy Right for Me?

The AACOG Regional Law Enforcement Academy is a vocational training organization that prides itself on preparing people for a career in public service as law enforcement officers, corrections officers, and first responder emergency dispatchers.

In order to achieve this, the Academy is a structured para-military environment with its own rules and expectations for police cadets attending basic peace officer training. These rules and expectations mimic that of policing agencies, and as such, this better prepares police cadets for entering the law enforcement profession and meeting the expectations of future employers.

With this said, over the years Academy staff have addressed cadet performance issues in the cadet classes held. Some of the most frequently violated rules staff have dealt with include:

- 1. Excessive Tardiness and/or Absences**
- 2. Cell phone/Smart phone usage during class & training sessions**
- 3. Sleeping in Class**
- 4. Not meeting the Minimum Academic Standards of the Academy**
- 5. Disrespect towards other Cadets**

Many people who have violated these rules and have not improved in their actions have eventually been removed from the basic peace officer program.

To ensure your success in the program, it is highly recommended you make sure you are going to follow these rules and the other rules of the Academy. Everyone accepted into the basic peace officer program will have the rules of the Academy shared with them during class orientation, and they will need to provide written acknowledgement they have read and understood these rules.

If you feel there are concerns or issues in your current situations in life that may prevent you from meeting the expectations of the AACOG Basic Peace Officer Program, you may want to reconsider applying for the Academy until you know you will be able to meet the established standards of the program.

BPOC 2023 COURSE INFORMATION

2023 Bravo

Orientation Day: April 11, 2023
First Day of Class: May 1, 2023
Graduation: October 17, 2023

Deadline for all forms to Academy: March 31, 2023

2023 Charlie

Orientation Day: July 31, 2023
First Day of Class: August 21, 2023
Graduation: TBD

Deadline for all forms to Academy: July 14, 2023

****All graduation are anticipated to occur on scheduled dates, if there are no delays due to any unforeseen incident (i.e. COVID-19 issues)***

****Please note the entrance exam is valid for one year from day taken and applicants may apply for the next academy class if they decide to, as long as their completed documentation does not exceed the 180 day expiration date per TCOLE rules.***

Until your uniforms are delivered, you are expected to adhere to the dress code as follows:

DRESS CODE:

Male Cadets

Plain White L/S Dress shirt w/collar & black tie
Black Dress Slacks
Black Dress shoes w/black socks
No beards or goatees
Close cut hairstyle
No visible body piercings
Watch/Wedding Ring (no other jewelry accepted)

Female Cadets

Plain White L/S Dress shirt w/collar & black tie
Black Dress slacks
Black Dress Shoes
Hair must be above collar
No visible body piercings
Watch/Wedding Ring (no other jewelry accepted)
No acrylic nails allowed / nails to measure no further than end of fingers

Hair must be a natural hair color

L/S = Long Sleeve



Sponsoring Agency Check List:

Please email the following to:

livelazquez@aacog.com / nleeweiss@aacog.com

OR

academy@aacog.com

Contact us with any questions

210-362-5291 / 210-362-5215

- Registration Form
- Entrance Exam Results
- Birth Certificate *or* Naturalization Certificate (Proof of US Citizenship)
- High School Diploma/GED/ College Transcripts
- Valid Driver's License (Must be valid)
- Proof of Auto Liability Insurance (Must be valid)
- DD-214 for ALL prior Military N/A
- Release of Liability and Hold Harmless Agreement [**Signed and notarized**]
- Informed Consent Form
- C-1 - PID Assignment [signed by applicant]
- L-2 Declaration of Medical Condition [signed by physician]
- Drug Screen Lab Report/Results
- Physical Fitness Assessment Results
- Personal History Statement [**Signed and notarized**]
- Driving Record
- L-3 [Emotional and Psychological Health Declaration signed by a licensed psychologist or physician selected by the employing agency or the Academy]
- Please provide us your invoicing information. The academy will invoice for half of the tuition (\$1900.00) per cadet, unless requested otherwise by the agency. The academy's BPOC tuition is \$3800.00 for the course.

NOTE:

- Background Check Return [F.A.S.T. Form] will need to be completed by applicant and results will be sent directly to the Academy by TCOLE. [Highlighted codes in section 1. D) & G) are required to be entered to receive the results at our academy].