

THE UNIVERSITY OF TEXAS SYSTEM POLICE

CONDITIONAL OFFER OF EMPLOYMENT

Applicant: _____

Position: Police Cadet

The University of Texas System Police extends to you a conditional offer of employment. An applicant who successfully completes phases 1 through 5 must rank within the number of available vacancies for the respective position to continue in the application process. The oral interview board score will determine ranking. An applicant who obtains a passing score from the oral interview board, but whose score ranks outside current available vacancies, may continue the application process by being placed on a short-term eligibility list for future vacancies. Applicants will be selected from this list in order of their final ranking. The conditional offer of employment of any applicant who chooses not to be placed on this eligibility list will be rescinded. The University of Texas System Police reserves the right to discontinue this eligibility list at any time and rescind the conditional offer of employment of any applicant who fails to attain the required ranking following the completion of phases 1 through 5.

If you do not successfully complete all phases of the below listed criteria, this conditional offer of employment may be rescinded.

- Phase 1. Application
- Phase 2. Entry Level Written Exam
Physical Fitness Test
- Phase 3. Personal History Statement
Pre-Employment Polygraph Questionnaire
- Phase 4. Background Investigation
- Phase 5. Oral Interview Board
- Phase 6. Polygraph Examination (If Applicable)
- Phase 7. Medical / Extended Physical / Vision Examinations
- Phase 8. Psychological Examination
- Phase 9. Drug Screen

The University of Texas System Police retains the right to hire the best-qualified applicants. This process ensures that all applications are treated equitably and The University of Texas System Police is able to hire the best-qualified applicants for all positions. The final decision as to whether an applicant will be employed will be made by the Chief of Police.

I have read the provisions of this conditional offer of employment and understand each of its conditions. I also understand that this conditional offer of employment is contingent upon meeting each of these conditions and that failure to do so may result in its termination by The University of Texas System Police. The Conditional Offer of Employment expires six months from the date signed.

Applicant Signature

Date

MINIMUM STANDARDS AND REQUIREMENTS FOR POLICE OFFICER

An individual who is an applicant for employment as a Police Officer with The University of Texas System Police shall:

1. Be at least twenty-one years of age and not have reached the age of forty-five on the date of commissioning;
2. Have a high school diploma or have passed a General Educational Development (GED) Test and must have completed a minimum of sixty semester college hours from an accredited college or university. An applicant may fulfill the college requirement by substituting one of the following:
 - A. Thirty (30) semester college hours from an accredited college or university and one year of continuous employment as a police guard, dispatcher, telecommunications operator, or parking controller with a component institution within The University of Texas System;
 - B. Thirty (30) semester college hours from an accredited college or university and two years of active military service;
3. Be fingerprinted and subjected to a search of local, state and national records and fingerprint files to disclose any criminal record;
4. Be a citizen of the United States;
5. Successfully pass the written Police Academy Entrance Examination approved by the Director of Police.
6. Satisfactorily meet the requirements of a thorough, comprehensive background investigation conducted by The University of Texas System Police;
(CERTIFIED or LICENSED APPLICANTS) - Applicants who have had a license issued by the Texas Commission on Law Enforcement or any other state or federal law enforcement licensing agency suspended, must furnish the Department a complete written report from the licensing agency regarding the suspension.
7. Must be of good moral character;
8. Must have satisfactory prior employment record;
9. Successfully complete an oral interview board;
10. Successfully complete a polygraph examination;
11. Possess a valid driver's license;
12. Successfully complete a Department approved employment physical and is declared in writing by health care providers to be physically sound and free from any defect, which may adversely affect the applicant's performance of duty as a peace officer;
13. Successfully pass a drug screening test; and
14. Be examined by a Department approved licensed psychiatrist or psychologist and be declared in writing by the psychiatrist or psychologist to be in satisfactory psychological and emotional health to be a peace officer.

DISQUALIFIERS

Applicants who fall into any of the below listed categories are not eligible to be licensed and will be removed from further consideration:

1. Persons that have been or are currently 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;
2. Persons that are currently under indictment for any criminal offense;
3. Persons that have been convicted of an offense above the grade of a Class B misdemeanor or a Class B misdemeanor within the last ten years;
4. Persons that have been convicted of any family violence offense;
5. Persons that are prohibited by state or federal law from operating a motor vehicle;
6. Persons that are prohibited by state or federal law from possessing firearms and ammunition;
7. Persons that have been discharged from any military service under less than honorable conditions including, specifically: under other than honorable conditions; bad conduct; dishonorable; or any other characterization of service indicating bad character; and
8. Persons that have had a Texas Commission on Law Enforcement license denied by final order or revoked, or have a voluntary surrender of license currently in effect, nor violate any Texas Commission on Law Enforcement rule or statutory provision of Occupations Code, Chapter 1701;

Honesty and integrity are integral to the character of all of The University of Texas System Police employees. Therefore any willful omission, misrepresentation, falsification, or other action by the applicant that is determined to obscure factual information or mislead investigators shall be cause for immediate termination of the applicant from further consideration.

I have read and understand each of the declared minimum standards and requirements for this position, which are listed in this document. I have also read and understand each of the disqualifiers. I hereby declare that I meet or exceed each of the minimum standards. I also understand that I will be required to successfully complete each of the requirements to be considered for this position.

Applicants Signature

Date