



# Blount County Sheriff's Office

## Regional Law Enforcement Training Academy Application

Dear Basic Police Recruit School Applicant:

Blount County Sheriff's Office will be conducting a Basic Law Enforcement Training Academy beginning AUGUST 20, 2018 and ending NOVEMBER 9, 2018 (Class No. 2018-018), with **Graduation on NOVEMBER 9, 2018.**

The details of this school are listed below:

1. Cost for attending agencies:

<u>SERVICE</u>	<u>FEE</u>	<u>PAYABLE TO:</u>
a. Tuition	\$2,500.00	<u>Blount County Sheriff's Office</u> *includes lodging and daily lunch
b. Meal Plan	\$310.00	<u>William Blount Banquet Account</u> *includes breakfast and dinner

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2. **COMPLETED applications must be received by AUGUST 1, 2018.**  
**This includes all applicable documents listed below. Do not submit an application if it is missing any of the required documentation. Use page 14 as a checklist to make sure you have all the required documentation before submitting your application.**
  3. a. Orientation: **AUGUST 1, 2018 (10 a.m. – 2 p.m.)**  
(Includes tuition payment) Blount County 911 Communications Center  
1437 William Blount Drive  
Maryville, Tennessee 37801  
  
b. Orientation Physical Fitness Assessment:  
Each recruit **must** bring physical training apparel for the physical fitness assessment test. This includes t-shirt/sweatshirt, shorts/sweatpants and proper footwear.
  4. Each attending agency will need to provide the following documentation for each of their recruits.
    - a. P.O.S.T. Confirmation of Medical Examination
    - b. P.O.S.T. Confirmation of Psychological Evaluation Form
    - c. Fingerprint report or copy of fingerprint card (stating "No Record" from T.B.I.)
    - d. Copy of high school diploma or GED
    - e. Copy of military discharge (copy 4 of DD-214) **must** indicate "Character of Service"
    - f. Copy of birth certificate
    - g. Verification of Background Investigation from agency

5. Each recruit will be provided physical training apparel (excluding athletic footwear). (Additional information will be provided at orientation.) Please complete the attached form with your sizes.
6. Each recruit must furnish his/her own agency issued weapon. Three magazines and a magazine pouch are required for this weapon. They should also provide their issued shotgun and patrol rifle (if applicable). Two magazines are required for the patrol rifle.
7. A duty belt and a snap-down secure type holster (leather preferred; nylon acceptable) must be furnished by the recruit.
8. **All weapons are to be secured in vehicle prior to arriving at the training facility. No ammunition is to be loaded or unloaded at the Training Facility unless permission is granted by Training Staff. Violation of this will result in automatic disciplinary action and possible dismissal from the academy.**
9. Each recruit is to furnish certain items of clothing and materials for use in the academy. A materials list will be provided by the academy instructors.
10. Recruits will have a neat appearance with reference to hair length and facial hair. No facial hair will be allowed in the academy.
11. **PLEASE READ ALL DIRECTIONS CAREFULLY. PLEASE MAKE EVERY EFFORT TO FILL OUT THE FORMS PROPERLY AND PROVIDE ALL REQUIRED INFORMATION BY THE DEADLINE DATE. (AUGUST 1, 2018)**
12. For further information, please call:  
(865) 273-5122 (If no answer, leave a message.)
13. Please send all **completed** applications to:

Blount County Sheriff's Office  
Regional Law Enforcement Training Academy  
940 East Lamar Alexander Parkway  
Maryville, Tennessee 37804  
Attn: Jennifer Harrington



**Blount County Sheriff's Office**  
940 E. Lamar Alexander Parkway, Maryville, TN 37804-5002

Regional Law Enforcement Training Academy Application

**PERSONAL INFORMATION**

Name \_\_\_\_\_ Last 4 of Soc. Sec. No. \_\_\_\_\_  
Last First Middle

Mailing Address \_\_\_\_\_

State \_\_\_\_\_ Zip Code \_\_\_\_\_ County \_\_\_\_\_ City \_\_\_\_\_

Cell phone (\_\_\_\_\_) \_\_\_\_\_ Work phone (\_\_\_\_\_) \_\_\_\_\_ Citizenship \_\_\_\_\_

Age \_\_\_\_\_ Date of Birth \_\_\_\_\_ Sex \_\_\_\_\_ Height \_\_\_\_\_ Weight \_\_\_\_\_

**WEAPON INFORMATION**

Agency Issued  
Handgun: *Make* \_\_\_\_\_ *Model* \_\_\_\_\_ *Caliber* \_\_\_\_\_ *Serial #:* \_\_\_\_\_

Agency Issued  
Shotgun: *Make* \_\_\_\_\_ *Model* \_\_\_\_\_ *Caliber* \_\_\_\_\_ *Serial #:* \_\_\_\_\_  
(If applicable)

Agency Issued  
Rifle: *Make* \_\_\_\_\_ *Model* \_\_\_\_\_ *Caliber* \_\_\_\_\_ *Serial #:* \_\_\_\_\_  
(If applicable)

**All weapons are to be secured in vehicle prior to arriving at training facility.**  
**No ammunition is to be loaded or unloaded on training facility.**

**Initial**

**Blount County Sheriff's Office**  
Regional Law Enforcement Training Academy  
APPLICATION

**EMPLOYMENT HISTORY**

Name of Present Employer \_\_\_\_\_ Date Employed \_\_\_\_\_

Job Classification / duties \_\_\_\_\_

Have you had prior law enforcement experience? YES \_\_\_\_\_ NO \_\_\_\_\_

If you have prior law enforcement experience, give name and law enforcement agency and dates.

\_\_\_\_\_

Have you been a certified officer in another state than Tennessee? YES \_\_\_\_\_ NO \_\_\_\_\_

If YES, give the state and date: \_\_\_\_\_

What was your occupation prior to entering law enforcement? \_\_\_\_\_

\_\_\_\_\_

What is your reason for entering the law enforcement profession? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**EDUCATIONAL BACKGROUND**

Date of high school graduation \_\_\_\_\_

If not, date of GED certificate \_\_\_\_\_

List of schools attended after high school (college, trade, technical, etc.) Give dates and degree(s).

\_\_\_\_\_

\_\_\_\_\_

**Blount County Sheriff's Office**  
Regional Law Enforcement Training Academy  
APPLICATION

**MILITARY SERVICE**

Military Service: YES \_\_\_\_\_ NO \_\_\_\_\_ Date of discharge \_\_\_\_\_

Type of Discharge ("Character of Service") \_\_\_\_\_

**OTHER INFORMATION**

Are you physically able to perform **vigorous** physical activities? YES \_\_\_\_\_ NO \_\_\_\_\_

(If the answer of the following three questions is **YES**, attach a full explanation including date, location, charge(s), disposition, court, and the law enforcement agency having jurisdiction. If yes, and the charges have been dismissed and expunged, please attach a copy of the court document.)

Have you ever been **convicted, charged with, or arrested** of any criminal violation?

YES \_\_\_\_\_ NO \_\_\_\_\_

Have you ever been **convicted, charged with, or arrested** of anything other than a traffic violation?

YES \_\_\_\_\_ NO \_\_\_\_\_

Have you ever been **convicted, charged with, or arrested** of driving under the influence?

YES \_\_\_\_\_ NO \_\_\_\_\_

**Blount County Sheriff's Office**  
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APPLICATION

I have disclosed in this application all instances where I have been arrested and/or convicted of any crime other than a traffic violation. This includes all instances where the original charges were reduced, where the conviction or arrest was a result of a plea bargain, a jury trial, or a bench trial, or where charges were dropped after the successful completion of pre-trial diversion. In addition, I have listed all instances where the arrest or conviction and charge were expunged from my record. *Expunged convictions must be reported.*

I have the following convictions, charges, or arrests (if none, write N/A below):

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**I certify that the information given in this application is correct and complete to the best of my knowledge; and if I am approved for attendance, I will abide by the rules and regulations of the academy. I understand that any falsification of this application is grounds for dismissal as a candidate or student in this academy.**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant

**The following information is to be completed by the applicant's employing agency head:**

**I certify that the above information is correct and the applicant is a full-time law enforcement officer employed by my department and hereby approve the applicant to attend the Basic Law Enforcement Training Academy.**

Signature \_\_\_\_\_  
Agency Head

Title \_\_\_\_\_

Department \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_  
State                      Zip Code

Today's Date \_\_\_\_\_

**BLOUNT COUNTY SHERIFF'S OFFICE**

**REGIONAL LAW ENFORCEMENT TRAINING ACADEMY**

I, \_\_\_\_\_, acknowledge that all information that I have given regarding my application to attend the Law Enforcement Training Academy at Blount County Sheriff's Office is factual and accurate. In specific, I have disclosed in this application all instances where I have been convicted of any crime other than a traffic violation. This includes all instances where the original charges were reduced, where the conviction was a result of a plea bargain, a jury trial, or a bench trial, or where charges were dropped after the successful completion of pre-trial diversion. In addition, I have listed all instances where the conviction and charge was expunged from my record.

Furthermore, I understand that I must disclose this information to prospective employers if I have any. I also understand, depending on the charge or violation, it may be incumbent of any hiring agency to solicit the Tennessee Peace Officer Standards and Training Commission (P.O.S.T.) for a waiver for my law enforcement certification.

Finally, I understand that any prospective employer may conduct a full criminal history background check on me. I understand that if that check reveals any information which is contradictory to what I have stated in my application, I may be subject to being barred from law enforcement certification by the Tennessee Peace Officer Standards and Training Commission (P.O.S.T.) for life.

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Student Signature \_\_\_\_\_ Date \_\_\_\_\_

**PLEASE GET TWO (2) WITNESSES**

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Witness (Print Name) \_\_\_\_\_ Witness Signature \_\_\_\_\_ Date \_\_\_\_\_

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Witness (Print Name) \_\_\_\_\_ Witness Signature \_\_\_\_\_ Date \_\_\_\_\_

**AUTHORIZATION FOR RELEASE OF INFORMATION**

As a condition of my employer's (or prospective employer's) payment for, provision of release time for, and/or approval of my participation in this course / program. I authorize information from BCSO related to my enrollment, including grades, eligibility, academic performance, physical condition or ethical fitness, to be disclosed to my employer, waiving right to confidentiality and privacy. I expressly authorize disclosure of otherwise confidential and privileged information, and expressly release BCSO and its employees, and representatives from any and all liability in connection with any statement made, documents produced, or information disclosed concerning my affiliation with the BCSO, including academic or disciplinary actions, if any, taken against me by BCSO, my grades, test scores, evaluation, preceptors' reports, and any and all other information, documents, records, memoranda, reports, and data concerning my past and present status as a BCSO enrollee, and my past and present academic performance, waiving all personal and legal rights to confidentiality and privacy.

**I release the Blount Co. S.O. from any and all liability or any person(s) or department furnishing this information.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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**WEAPON RULES**

**All weapons are to be secured in vehicle prior to arriving at training facility. No ammunition is to be loaded or unloaded at the Training Facility unless permission is granted by Training Staff.**

**I, \_\_\_\_\_, acknowledge that violation of the above weapon rules will lead to automatic disciplinary action and possible dismissal from the academy.**

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date



**Recruit Injury / Illness Policy**

**Academy Liability**

Blount County Sheriff's Office / Blount County Government / Blount County School Board accepts no liability for any injuries sustained to recruits who are injured or become ill while attending the Blount County Sheriff's Office Regional Law Enforcement Training Academy. The Blount County Sheriff's Office has taken every reasonable measure to insure the safety of the recruits while at the Academy. Law Enforcement is an inherently dangerous occupation, only made safer through rigorous training that simulates real work situations. Therefore, it should be recognized that some aspects of the Academy's training does include risk of injury. However, the Blount County Sheriff's Office has taken all reasonable measures to reduce the hazards associated with this type of training. Slight risk of injury in training is necessary to provide the recruits with the tools necessary to overcome the hazards faced daily by Law Enforcement Officers. It is implied that each recruit and sponsoring agency understands and accepts these risks.

**Financial Responsibility**

The Blount County Sheriff's Office does not accept any financial responsibility regarding the treatment of recruits for any injury or illness that results from, or occurs during, Academy training. Financial responsibility for the injured recruits rests with the recruit and the sponsoring agency.

**Immediate Emergency Medical Treatment**

The Blount County Sheriff's Office will ensure that all recruits who are in need of immediate emergency medical care while attending the Academy receive the proper medical attention. The Blount County Sheriff's Office will refer all recruits to Blount Memorial Hospital for treatment. In cases of severe injury the recruits may be referred to a facility that is better suited to handle the medical emergency.

**Injury / Illness**

When immediate emergency medical attention is not necessary the recruit shall contact their supervisor at their sponsoring agency and arrange the required medical treatment.

**Reporting Responsibility**

It is the responsibility of the recruit to notify their supervisors from the sponsoring agency, of their injury, medical treatment, diagnosis, restrictions and prognosis.

I have read and fully understand the Recruit Injury / Illness Policy as stated above, and I am in full agreement with the policy and the responsibilities of the recruits and sponsoring agencies.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Employing Agency

\_\_\_\_\_  
Signature of **Applicant**

\_\_\_\_\_  
Signature of **Agency Head**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**HUMAN RESOURCES / RISK MANAGEMENT INFORMATION**

Name \_\_\_\_\_ Last 4 of Soc. Sec. No. \_\_\_\_\_

Agency \_\_\_\_\_

Supervisor \_\_\_\_\_

Agency Address \_\_\_\_\_

Agency Telephone \_\_\_\_\_

**Agency Contact Information**

Name \_\_\_\_\_ Title \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

If the Supervisor is not available please provide at least one more Agency contact, i.e. General Departmental Instructor (G.D.I.) that the academy should or can contact regarding the above recruit.





**Blount County Sheriff's Office**  
Regional Law Enforcement Training Academy



**LIST OF MATERIALS FOR BASIC TRAINING ACADEMY**

- Class "A" Uniform
- Traffic Safety Vest
- Black boots must be provided
- Duty vest
- Flashlight
- Handbook of Tennessee Criminal & Traffic Laws
- Black or Blue "BDU" 5-11 style pants (2 pairs).
- Two (2) white t-shirts with last name stenciled or printed in black on the back across the shoulders.
- White socks, free of any colored rings at the top.
- Running shoes.
- White towels, 2 each.
- Groin protection (Athletic supporter and protective cup).
- Rain gear / suit.
- If staying at the dormitory you will need bed linens (Twin bed sheets).

**Continued on page 13**



**Blount County Sheriff's Office**  
Regional Law Enforcement Training Academy



**LIST OF MATERIALS FOR BASIC TRAINING ACADEMY cont..**

- Duty gear to include holster with retention strap, handcuffs with case, magazine pouch capable of holding two and one spare magazine for the weapon, total three (3).
- Gun cleaning kit.
- All recruits must have a major manufactured semi-automatic pistol with three (3) magazines.
- Patrol Rifle (if agency issued) with sling and two magazines.
- Shotgun (if agency issued).
- Ammunition: 1,000 rounds of handgun; 50 rounds of buckshot; 25 rounds of slug; 25 rounds of target load (bird shot or field load); and 500 rounds of patrol rifle.

**\*\*All weapons are to be secured in vehicle prior to arriving at training facility.\*\***

**\*\*No ammunition is to be loaded or unloaded on training facility.\*\***



**Blount County Sheriff's Office**  
Regional Law Enforcement Training Academy



**Law Enforcement Training Academy Requirements**

Below is a list of documents that needs to be included with each application. All applications and required documentation must be received by **AUGUST 1, 2018**. Please read the list carefully and provide each item on the list. Please do not submit an application if any of the following required documentation is missing.

(Use this form as a check list to make sure you have all the required documentation.)

- Review the application and make sure it is **COMPLETE**
- P.O.S.T. Confirmation of Medical Examination
- P.O.S.T. Confirmation of Psychological Evaluation
- Fingerprint report or copy of fingerprint card (stating **"No Record"** from T.B.I.)
- Copy of high school diploma or GED
- Copy of military discharge (copy 4 of DD-214) **must** indicate "Character of Service" (if applicable)
- Copy of birth certificate
- Verification and Background Investigation from Agency
- Name(s) and phone number(s) of Human Resources / Risk Mgmt. Rep.

**Per the P.O.S.T. Commission no one will be allowed to attend a P.O.S.T. approved Academy without the required academy application documents.**



**Blount County Sheriff's Office**  
**Regional Law Enforcement Training Academy**



**Physical Fitness Apparel Sizes:**

Name: \_\_\_\_\_ Last 4 of Soc. Sec. No. \_\_\_\_\_  
                    Last                      First

Agency: \_\_\_\_\_

T-shirts and Sweatshirts sizes are: Small to XX-Large.

Shorts and Sweatpants sizes are: Small to XX-Large.

Please write your sizes below:            (please write out the size, i.e. small; large; or X-large)

**(PLEASE WRITE LEGIBLY)**

T-shirt: \_\_\_\_\_

Shorts: \_\_\_\_\_

Sweatshirt: \_\_\_\_\_

Sweatpants: \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant