STUDENT ENROLLMENT CHECKLIST

No student will be allowed to enroll in a licensing course without having the requisite documents from Navarro College, Navarro College Police Academy and the Texas Commission on Law Enforcement (TCOLE) on file and approved by the Navarro College Police Academy Coordinator.

Student Name: _____

Date of Birth: _____

Navarro College ID #: _____

Email address/phone#: _____

☐	Proof of enrollment at Navarro College, either in writing or verified by Registrar
☐	Non-Law-Enforcement Academy TCOLE FAST Fingerprint Application
☐	Police Academy Application completed with signed information release
☐	Physical copy of Personal History Statement/Personal Interview Conducted: ☐ Yes ☐ No Date of Interview:
☐	Department of Public Safety Criminal History Conviction Record. Go to https://publicsite.dps.texas.gov/ConvictionNameSearch/ , create an account to complete a criminal history search under your name. Each search is approximately $3.07
☐	Department of Public Safety Driver Record Type 3A. Go to https://txapps.texas.gov/tolapp/txldrcdr/TXDPSLicenseeManager to complete a Type 3A driver record request.
☐	TCOLE Licensee Medical Condition Declaration (L-2) Form (With Drug Screen Results) Must Be original document and accompanied by L2 Notice of Duties form
☐	TCOLE Licensee Psychological and Emotion Health Declaration (L-3) Form Must be original document and accompanied by L3 Notice of Duties form
☐	Color Copy of Applicant's Texas Driver's License
☐	Color Copy of Applicant's Social Security Card
☐	Texas Department of Public Safety Driver's License Eligibility**--To be completed by NCPA Staff**
☐	Copy of High School Transcript / Diploma, Home School Diploma or proof of GED
☐	Copy of Military Discharge (DD214), if applicable
☐	TSI Test Scores on file with Navarro College or the Navarro College Police Academy
☐	Copy of Birth Certificate or U.S. Passport (Documentation of Citizenship
☐	Copy of proof of Automobile Liability Insurance (Auto Insurance Card)
☐	Signed Acknowledgement page for Police Academy Student Handbook. This can be found on the Police Academy webpage in the "How to Apply" section under Required Forms.

LT. ALAN EDDINS, NAVARRO COLLEGE
POLICE ACADEMY COORDINATOR

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POLICE ACADEMY