



Montgomery County  
Community College

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# Municipal Police Academy



Cadet Application

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Dear Applicant,

In response to your inquiry regarding the MCCC Municipal Police Academy Program, we are providing you with the following information outlining our entry requirements and selection process:

### **Admission**

Admission to the MCCC Municipal Police Academy involves a competitive process that measures the ability and pre-disposition of an applicant to successfully complete our Municipal Police Officers' Education and Training Commission-approved program and become a viable candidate for a career in law enforcement.

### **Entry Requirements**

All applicants must:

1. Be at least 18 years of age at the time of submitting an application
2. Possess a high school diploma or GED certification
3. Possess a current and valid driver's license
4. Provide a current criminal history check (within the past 6 months)
5. Pass a state-mandated fitness evaluation test
6. Demonstrate the ability to read at a minimum grade level of 9
7. Pass a psychological examination
8. Be of sound mind and body and free from any form of substance abuse
9. Be a US Citizen



**MONTGOMERY COUNTY COMMUNITY COLLEGE  
MUNICIPAL POLICE ACADEMY**

## **GENERAL PHILOSOPHY**

Acting under authority of the Municipal Police Officers' Education and Training Commission, Montgomery County Community College is authorized to conduct class under PA Act 120 in Municipal Police Officer Training.

The College/Academy provides its cadets with a basic knowledge of social, legal, political and ethical contexts under which police services are provided, as well as the technical competency to perform their duties in the Commonwealth of Pennsylvania.

There are no guarantees, explicit or implied, that a cadet will successfully complete all or part of this program or be recommended for certification. Cadets must maintain a minimum of 75% in each of the program-tested areas (Exception: CPR and First Aid require a passing score of 80) in order to be recommended for certification under the provisions of Pennsylvania Act 120.

## **MCCC ACADEMY RULES AND REGULATIONS**

The Academy operates under an established set of strict rules and regulations. These rules and regulations are established guidelines of approved behavior which have been deemed necessary to fulfill the objectives of the MCCC Municipal Police Academy. They are intended to broaden the cadet's knowledge and perception of the procedures that will govern their actions and performance throughout a law enforcement career.

Discipline at the academy, when necessary, is designed to ensure that appropriate behavior is learned and encouraged, while inappropriate actions are corrected through a combination of documentation, counseling, training and remedial action. A continued disciplinary problem on the part of any cadet, as determined by the Academy's Director, may result in dismissal from the program. A complete copy of the Municipal Police Academy's Rules and Regulations will be made available to all cadets on the first day of class.

"Enter to learn, leave to serve."



MONTGOMERY COUNTY COMMUNITY COLLEGE  
MUNICIPAL POLICE ACADEMY

## **Police Academy Pre-Entrance Testing Process**

**You will be notified by mail, of your Pre-Entrance testing date. Testing normally runs from 9:30 am until 4:00 pm. If you do not enclose the (2) self-addressed envelopes with your application, you will not be notified of the Pre Entrance testing. Please pack a lunch and an extra set of clothes.**

***Physical Fitness Pre-Test*** – All applicants must pass, to the 30<sup>th</sup> percentile of the Cooper Institute, a physical fitness test. The test consists of: a 300- meter dash, 1 repetition bench press, sit-ups, and a 1.5 mile run. The tested areas are timed and are gender/age-adjusted. The fitness test requirements are listed on page 22, the last page of this application. Applicants must receive a passing score in each of the four tested areas. There is a **\$50.00** non-refundable administrative fee that will be collected on the day of the test. Payment must be made by check or money order, payable to **MCCC. NO CASH WILL BE ACCEPTED.**

***Reading Comprehension Test*** -This test consists of a multiple choice Nelson Denny Reading and Comprehension test which will last approximately one hour.

***Psychological Test*** – This is a two part test. Written multiple choice part will follow the Reading test for all students who have received a passing score and will last approximately one hour. The interview part of the Psychological will be scheduled with the oral interview. There is a **\$150.00** non-refundable fee that will be collected on the day of the test. Payment must be made by check or money order, payable to **MCCC. NO CASH WILL BE ACCEPTED.**

***Interview*** – After you have forwarded all required materials to the academy, passed the fitness, reading, and psychological tests, we will contact you to arrange for your interview with the Police Academy Assessment Board. Be prepared and dress appropriately.

***Tuition and other Academy Expenses***-Tuition for the Police Academy is **\$4,654.00, subject to change.** Cadet uniforms, PT uniforms, and equipment, will run approximately **\$500.00.** Information on registering for the class and ordering uniforms will be given at your interview.



MONTGOMERY COUNTY COMMUNITY COLLEGE  
MUNICIPAL POLICE ACADEMY

**Please fill out all forms, listed below, with application printed single sided, and return to:**

**Montgomery County Community College  
Municipal Police Academy  
340 Dekalb Pike Health Sciences Center  
Blue Bell, PA 19422**

**1. *Non-Refundable Application Form, and Fee of \$ 50.*** (pg. 6)

**2. *Application and Admission Form*** – Read and carefully complete the enclosed application forms. Please print or type all applicable information. (pgs. 7 & 8)

**3. *Copy of High School Diploma or GED.*** (A copy of a transcript is acceptable if copy of diploma is unavailable.)

**4. *Copy of Valid Driver's License and PA Individual Driver's History*** (or State in which you are licensed.) Following is link for PA driver history: <https://apps.pa.egov.com/IDR/Account/Login>

**5. *Copy of DD214*** (applies only to Military Veterans)

**6. *Firearms Training Questionnaire*** – Carefully read and answer all the questions contained on this form. State and Federal firearms laws establish prohibitions for individuals to own, possess, or control a firearm. Convictions for certain offenses as listed on this form, as well as other disqualifying conditions also noted, would prohibit an individual from using a firearm and participating in the firearms portion of the police cadet training program (Act 120), or from ever being certified by the Municipal Police Officers' Education and Training Commission as a police officer. Please sign form after answering all questions. (pgs. 9 &10)

**7. *PA Criminal Background Check*** - Online by accessing: <https://epatch.state.pa.us>. Cost is \$8 with a credit card. Do not select New Record Check for Volunteer. Select New Record Check (requires a credit card). Select OTHER as reason. This method will give you immediate results. If you have lived in another state, we will need an additional background, from that/those state/states.

**8. *Medical Examination Form*** – Filled out by Physician, not applicant to include Profile 2 - Urinalysis Drug Abuse Panel 10 with Alcohol ordered by the Physican (instructions pg. 13). If applicant wears corrective lenses, both uncorrected and corrected vision must be filled in. (pgs. 11-13)

**9. *Informed Consent Release Form*** – Carefully read and sign the enclosed Consent and Release Form. (pg. 14)

**10. *Vehicle Operation's License*** – complete and sign (pg. 15)

**11. *MCCC PA Refund Form*** – sign (pg. 16)

**12. *Enclose 2, (two) 9 ¼ X 4, Self-Addressed, stamped envelopes***

**13. *One 2x2 photo, with last name printed on back***

**14. *Copy of Birth Certificate or Passport***

**MONTGOMERY COUNTY COMMUNITY COLLEGE  
PUBLIC SERVICES  
POLICE ACADEMY APPLICATION FORM**

*Please Print*

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_

Social Security Number \_\_\_\_\_ Birth Date \_\_\_\_\_

Home Address \_\_\_\_\_

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

County \_\_\_\_\_ Township \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_ E-Mail Address \_\_\_\_\_

Employer \_\_\_\_\_ Job Title \_\_\_\_\_

Employer Address \_\_\_\_\_

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

**Gender**  Male  Female      **Ethnicity**  Hispanic/Latino  Non Hispanic/Latino      **Race**  American/Alaska Native  Black or African American  Hawaiian/Pacific Islander  Asian  White

**FINANCIAL INFORMATION**

Do you plan on using Financial Aid for this program?  Yes  No

Have you submitted the Free Application for Federal Student Aid (FAFSA)?  Yes  No

**PAYMENT INFORMATION**

**\$50.00 Application Fee**

*No Cash Accepted*

Check                       Money Order                       Employee/Employee Dependent

Sponsored by \_\_\_\_\_

Credit Card (please circle): **American Express**      **Visa**      **MasterCard**      **Discover**

Credit Card # \_\_\_\_\_ Exp. Date \_\_\_\_\_

Cardholder's Signature \_\_\_\_\_

***MCCC Public Services Office Use Only***

Program Code (please circle):      **MPT.P (Part-Time)**      **MPT.F (Full-Time)**

Start Year: **20** \_\_\_\_\_ Start Term (please circle):      **01**      **02**      **03**      **04**

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Exempt from Pre-Test(s) (please circle):      **MPT.PF (Physical Fitness)**      **MPT.PSY (Psychological)**

Waive Application Fee, e.g. Sponsored Student:  Yes  No

Military Status  Veteran       Active Duty       Non Active or In Training       None

\_\_\_\_\_  
Processed By  
(please initial)  
  
\_\_\_\_\_  
Date



**MONTGOMERY COUNTY COMMUNITY COLLEGE  
MUNICIPAL POLICE ACADEMY**

**PRE-SERVICE CADET APPLICATION**

**ACT 120  
BASIC MUNICIPAL POLICE TRAINING COURSE**

Date Rec'd by Academy \_\_\_\_\_ Attended PACI Course/Date: \_\_\_\_\_

Class applying for: Day - July 10, 2017 \_\_\_\_\_ Applications accepted 1/1/17 – 3/1/17

Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Social Security #: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_

Home Address: \_\_\_\_\_

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

Primary Phone: \_\_\_\_\_ Secondary Phone: \_\_\_\_\_

Ever live in another state? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, where? \_\_\_\_\_

Are you a U.S. Citizen: Yes \_\_\_\_\_ No \_\_\_\_\_

Height: \_\_\_\_\_ Weight: \_\_\_\_\_ Eye Color: \_\_\_\_\_ Hair Color: \_\_\_\_\_

Driver's License Information:

State: \_\_\_\_\_ OLN # \_\_\_\_\_ Expiration: \_\_\_\_\_

High School: \_\_\_\_\_ Year Graduated: \_\_\_\_\_

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

GED: Yes \_\_\_\_\_

Military Service: Yes \_\_\_\_\_ No \_\_\_\_\_ Branch: \_\_\_\_\_

Type of Discharge: \_\_\_\_\_ Date: \_\_\_\_\_

Law Enforcement Experience: Yes \_\_\_\_\_ No \_\_\_\_\_ If yes explain: \_\_\_\_\_

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EMPLOYMENT HISTORY  
(Last 10 years)

Employer	From	To	Duties	Reason for Leaving
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Have you ever applied to, or attended any other police academy? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, list academies below, and reason for not attending or completing:

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I, \_\_\_\_\_ (print name) swear or affirm that the information listed on this application is true and correct. I give permission to any person acting on behalf of the Municipal Police Academy to verify this information. I understand and agree that if any falsification or omission of fact is found, it may be the basis for denial of acceptance into the course, or removal from the course. I agree to abide by the Rules and Regulations of the Municipal Police Academy. I also agree to conform to proper conduct, both in and out of the classroom. I understand and agree that my failure to do so may result in my removal from the course.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

All items on this application must be completed. Applications with blank items will be returned and may result in your non-acceptance in the course of study. Please type or print legibly.





**MONTGOMERY COUNTY COMMUNITY COLLEGE  
MUNICIPAL POLICE ACADEMY  
FIREARMS TRAINING QUESTIONNAIRE**

\_\_\_\_\_  
LAST NAME FIRST NAME MIDDLE INITIAL

\_\_\_\_\_  
SOCIAL SECURITY NUMBER DATE OF BIRTH

\_\_\_\_\_  
DRIVER'S LICENSE NUMBER STATE

( ) ( )  
HOME PHONE NUMBER WORK PHONE NUMBER

RESPONSES TO THE FOLLOWING QUESTIONS WILL DETERMINE AN INDIVIDUAL'S ELIGIBILITY TO CARRY A FIREARM AND OBTAIN CERTIFICATION. COMPLETE THIS PAGE ONLY WHEN USING THIS FORM FOR CERTIFICATION. **THIS PORTION OF THE CHANGE OF STATUS MUST BE COMPLETED AND SIGNED BY THE APPLICANT.**

1. HAVE YOU EVER BEEN ARRESTED OR CHARGED WITH A VIOLATION OF THE LAW?  YES  NO  
IF YES, EXPLAIN BELOW AND INDICATE ALL ARRESTS AND CITATIONS, **INCLUDING TRAFFIC VIOLATIONS**, AND DISPOSITIONS. (CITATIONS FOR ILLEGAL PARKING MAY BE OMITTED.)

DATE	LOCATION	CHARGE	DISPOSITION
A.			
B.			
C.			

2. HAVE YOU EVER BEEN CONVICTED OF A CRIME ENUMERATED IN THE PENNSYLVANIA UNIFORM FIREARMS ACT, § 6105(b)? (CRIMES LISTED UNDER § 6105 APPEAR ON NEXT PAGE.)  YES  NO

3. HAVE YOU EVER BEEN CONVICTED OF AN OFFENSE UNDER THE ACT OF APRIL 14, 1972 (P.L. 233, NO. 64) KNOWN AS THE CONTROLLED SUBSTANCE DRUG DEVICE AND COSMETIC ACT THAT MAY BE PUNISHABLE BY A TERM OF IMPRISONMENT EXCEEDING TWO YEARS?  YES  NO

4. ARE YOU AN INDIVIDUAL WHO HAS BEEN ADJUDICATED DELINQUENT BY ANY COURT FOR A CRIME WHICH, IF COMMITTED BY AN ADULT, WOULD CONSTITUTE ONE OF THE CRIMES CODE SECTIONS PRECEDED BY AN ASTERICK (\*) ON THE FOLLOWING PAGE IN § 6105 (b)?  YES  NO

- A. ARE YOU AN INDIVIDUAL WHO HAS BEEN ADJUDICATED DELINQUENT BY ANY COURT, AS A RESULT OF CONDUCT WHICH WOULD CONSTITUTE AN OFFENSE ENUMERATED UNDER § 6106(b) OF THE PENNSYLVANIA UNIFORM FIREARMS ACT?  YES  NO

- B. HAS IT BEEN 15 YEARS SINCE THE DELINQUENT ADJUDICATION?  YES  NO

- C. ARE YOU 30 YEARS OF AGE OR OLDER  YES  NO

5. ARE YOU A UNITED STATES CITIZEN? IF NO, ENTER IMMIGRATION IDENTIFICATION NO. \_\_\_\_\_  YES  NO

6. ARE YOU SUBJECT TO AN ACTIVE PROTECTION FROM ABUSE ORDER, WHICH PROVIDES FOR T CONFISCATION OF FIREARMS DURING THE PERIOD OF TIME THE ORDER IS IN EFFECT?  YES  NO

7. HAVE YOU EVER BEEN CONVICTED OF A MISDEMEANOR CRIME OF DOMESTIC VIOLENCE? THE CONVICTION MUST BE FOR A MISDEMEANOR-GRADED OFFENSE AND HAVE, AS AN ELEMENT, THE USE OR ATTEMPTED USE OF PHYSICAL FORCE, OR THE THREATENED USE OF A DEADLY WEAPON, COMMITTED BY A CURRENT OR FORMER SPOUSE, PARENT, OR GUARDIAN OF THE VICTIM, BY A PERSON WITH WHOM THE VICTIM SHARES A CHILD IN COMMON, BY A PERSON WHO IS COHABITING WITH OR HAS COHABITED WITH THE VICTIM AS A SPOUSE, PARENT, OR GUARDIAN, OR BY A PERSON SIMILARLY SITUATED TO A SPOUSE, PARENT, OR GUARDIAN, OR BY A PERSON SIMILARLY SITUATED TO A SPOUSE, PARENT, OR GUARDIAN OF THE VICTIM.  YES  NO

8. ARE YOU A FUGITIVE FROM JUSTICE?  YES  NO

9. HAVE YOU EVER BEEN ADJUDICATED AS AN INCOMPETENT OR BEEN INVOLUNTARILY COMMITTED TO A MENTAL INSTITUTION FOR INPATIENT CARE AND TREATMENT UNDER § 302, 303, OR 304 OF THE PENNSYLVANIA MENTAL HEALTH PROCEDURES ACT (THE ACT OF JULY 9, 1976, P.L. 617, NO. 43)?  YES  NO

§ 6105(a):

PROHIBITS PERSONS CONVICTED OF ANY OF THE FOLLOWING OFFENSES UNDER 18 P.A.C.S. FROM POSSESSIONS, USING, CONTROLLING, TRANSFERRING, MANUFACTURING, OR OBTAINING A LICENSE TO POSSESS, USE, CONTROL, TRANSFER, OR MANUFACTURE A FIREARM IN THE COMMONWEALTH OF PENNSYLVANIA. A CONVICTION INCLUDES A FINDING OF GUILTY OR THE ENTERING OF A PLEA OF GUILTY OR NOLO CONTENDERE, WHETHER OR NOT JUDGEMENT HAS BEEN IMPOSED, AS DETERMINED BY THE LAW OF THE JURISDICTION IN WHICH THE PROSECUTION WAS HELD. THE TERM DOES NOT INCLUDE A CONVICTION WHICH HAS BEEN EXPUNGED OR OVERTURNED OR FOR WHICH AN INDIVIDUAL HAS BEEN PARDONED UNLESS THE PARDON EXPRESSLY PROVIDES THAT THE INDIVIDUAL MAY NOT POSSESS OR TRANSPORT FIREARMS.

### 18 PA C.S.A

§ 908	PROHIBITED OFFENSIVE WEAPONS	§ 3701	ROBBERY
§ 911	CORRUPT ORGANIZATIONS	§ 3702	ROBBERY OF MOTOR VEHICLE
§ 912	POSSESSION OF WEAPON ON SCHOOL PROPERTY	§ 3921	THEFT BY UNLAWFUL TAKING OR DISPOSITION, UPON CONVICTION OF THE SECOND FELONY OFFENSE
§ 2502	MURDER	§ 3923	THEFT BY EXTORTION, WHEN THE OFFENSE IS ACCOMPANIED BY THREATS OF VIOLENCE
§ 2503	VOLUNTARY MANSLAUGHTER	§ 3925	RECEIVING STOLEN PROPERTY, UPON CONVICTION OF THE SECOND FELONY OFFENSE
§ 2504	INVOLUNTARY MANSLAUGHTER, IF OFFENSE IS BASED ON THE RECKLESS USE OF A FIREARM	§ 4912	IMPERSONATING A PUBLIC SERVANT, IF THE PERSON IS IMPERSONATING A LAW ENFORCEMENT OFFICER
§ 2702	AGGRAVATED ASSAULT	§ 4952	INTIMIDATION OF WITNESSES OR VICTIMS
§ 2703	ASSAULT BY PRISONER	§ 4953	RETALIATION AGAINST WITNESS OR VICTIM
§ 2704	ASSAULT BY LIFE PRISONER	§ 5121	ESCAPE
§ 2709	HARASSMENT AND STALKING, IF THE OFFENSE RELATES TO STALKING	§ 5122	WEAPONS OR IMPLEMENTS FOR ESCAPE
§ 2901	KIDNAPPING	§ 5501	RIOT, IF THE OFFENSE RELATES TO A FIREARM OR OTHER DEADLY WEAPON
§ 2902	UNLAWFUL RESTRAINT	§ 5515	PROHIBITING OF PARAMILITARY TRAINING
§ 2910	LURING A CHILD INTO A MOTOR VEHICLE	§ 6110.1	POSSESSION OF FIREARMS
§ 3121	RAPE	§ 6301	CORRUPTION OF MINORS
§ 3123	INVOLUNTARY DEVIATE SEXUAL INTERCOURSE	§ 6302	SALE OR LEASE OF WEAPONS AND EXPLOSIVES
§ 3125	AGGRAVATED INDECENT ASSAULT		
§ 3301	ARSON AND RELATED OFFENSES		
§ 3302	CAUSING OR RISKING CATASTROPHE		
§ 3502	BURGLARY		
§ 3503	CRIMINAL TRESPASS, IF THE OFFENSE IS GRADED A FELONY OF THE SECOND DEGREE OR HIGHER		

\*ANY OFFENSES EQUIVALENT TO ANY OF THE ABOVE-ENUMERATED OFFENSES UNDER THE PRIOR LAWS OF THIS COMMONWEALTH, OR ANY OFFENSE EQUIVALENT TO ANY OF THE ABOVE-ENUMERATED OFFENSES UNDER THE STATUTES OF ANY OTHER STATE OR OF THE UNITED STATES.

### 75 PA C.S.A.

"§ 3731 DRIVING UNDER THE INFLUENCE OF ALCOHOL OR CONTROLLED SUBSTANCE

"THREE OR MORE CONVICTIONS IN LESS THAN FIVE YEARS.

I HEREBY CERTIFY THIS FORM CONTAINS NO MISREPRESENTATION OR FALSIFICATION, OMISSIONS OR CONCEALMENT OF MATERIAL FACT AND THAT THE INFORMATION GIVEN IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND BELIEF AND THAT I AM SIGNING THIS DOCUMENT WITH THE FULL UNDERSTANDING THAT ANY FALSE INFORMATION OR STATEMENT WILL SUBJECT ME TO THE CRIMINAL PENALTIES OF 18 PA C.S.A. § 4904, RELATING TO UNSWORN FALSIFICATION TO AUTHORITIES, AND COULD RESULT IN PERMANENT DISQUALIFICATION AS A MUNICIPAL POLICE OFFICER.

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE



**MUNICIPAL POLICE OFFICERS' EDUCATION AND TRAINING COMMISSION**

8002 Bretz Drive  
 Harrisburg, Pennsylvania 17112-9748  
[www.mpoetc.state.pa.us](http://www.mpoetc.state.pa.us)

**PHYSICAL EXAMINATION**

This form is to be used by both municipal police officer applicants and cadet applicants seeking entry to a training academy.

THIS EXAMINATION MUST BE ADMINISTERED by a licensed physician, physician's assistant, or certified nurse practitioner who is licensed in Pennsylvania. This examination is to determine the physical fitness of the applicant to be certified as a police officer in Pennsylvania. The applicant who you are about to examine is applying for certification and will be vested with a position of public trust. He/she may, at some future time, be required to exercise significant physical strength and undergo high emotional stress.

LAST NAME		FIRST NAME		MIDDLE INITIAL	
STREET ADDRESS			CITY/BORO	STATE	ZIP CODE
SOCIAL SECURITY NUMBER	DATE OF BIRTH		GENDER	DATE OF EXAM	

PHYSICIAN SHALL COMPLETE THE FOLLOWING

- A. Is this applicant free from the addictive or excessive use of alcohol, drugs, or illegal controlled substances which has been determined using current laboratory testing procedures?  YES  NO
- B. Is this applicant's physical condition such that the applicant can reasonably be expected to withstand significant cardiovascular stress?  YES  NO
- C. Is this applicant free from any debilitating conditions such as tremor, incoordination, convulsion, fainting episodes, or other neurological conditions which may affect the applicant's ability to perform as a police officer?  YES  NO
- D. Is this applicant free from any other significant physical limitations or disability which would, in the physician's opinion, impair the applicant's ability to perform the duties of a police officer or complete the required minimum training requirements?  YES  NO
- E. Is this applicant missing any extremities, including digits, which would prevent performance of required police duties or meeting minimum training requirements?  YES  NO

QUESTIONS A – D MUST BE ANSWERED "YES" AND QUESTION E MUST BE ANSWERED "NO" FOR THE APPLICANT TO BE FOUND FIT.

<b>BLOOD PESSURE</b>	<b>HEART</b>	<b>LUNGS</b>
SYSTOLIC _____ DIASTOLIC _____	NORMAL <input type="checkbox"/> ABNORMAL <input type="checkbox"/>	NORMAL <input type="checkbox"/> ABNORMAL <input type="checkbox"/>

**HEARING**

The applicant must be able to distinguish a normal whisper at a distance of 15 feet. The test shall be independently conducted for each ear, while the tested ear is facing away from the speaker and the other ear is firmly covered with the palm of the hand. The applicant is prohibited from using a hearing aid during the testing. If the applicant fails the whisper test, a decibel audio test is required.

RIGHT  NORMAL  ABNORMAL      LEFT  NORMAL  ABNORMAL

**VISION**

The applicant must have distant vision of at least 20/70, uncorrected, in the stronger eye, correctable to 20/20; and at least 20/200, uncorrected, in the weaker eye, correctable to at least 20/40; and must be free of any significant visual abnormality. THE FOLLOWING MUST BE COMPLETED.

RIGHT	UNCORRECTED 20/____	LEFT	UNCORRECTED 20/____
	CORRECTED 20/____		CORRECTED 20/____

- I. Does the applicant have normal depth perception?  YES  NO
- II. Does the applicant have normal color perception?  YES  NO
- III. Is the applicant free from any other significant visual abnormalities?  YES  NO

IF THE APPLICANT'S HEARING OR VISION DOES NOT MEET THE REQUIREMENTS ABOVE, THE APPLICAN IS UNFIT.

REMARKS

**PROFESSIONAL OPINION**

- PHYSICALLY CAPABLE** - I have examined the applicant, and it is my professional opinion that this person is **physically capable** of exercising appropriate judgment and restraint as a certified police officer in Pennsylvania.
- PHYSICALLY UNFIT** - I have examined the applicant, and it is my professional opinion that this person is **physically unfit** to exercise appropriate judgment and restraint as a certified police officer in Pennsylvania.

I hereby certify that the information and statements contained in the tables above and in the attached examination report are true and correct, and that I am signing this document with the full understanding that any false information or statement will subject me to criminal penalties of Title 18, Crimes code, Section 4904, relating to unsworn falsification to authorities.

This examination form must be forwarded to the employing police department, or certified Act 120 police academy, or MPOETC by the examining physician within 15 days of the date of examination, **even if the applicant is found physically unfit**, pursuant to 37 Pa. Code § 21.11(4)(iv).

SIGNATURE – PENNSYLVANIA LICENSED EXAMINING PHYSICIAN/PA/CNP		DATE	
PHYSICIAN PRINTED NAME	LICENSE NO.	TELEPHONE NO.	
STREET ADDRESS	CITY/BORO	STATE	ZIP CODE

**RELEASE OF PHYSICAL INFORMATION**

Having applied for certification/training as a police officer in Pennsylvania and having subjected myself to a physical examination by a licensed physician, as required by the Act, I reserve the right to have the data and conclusions of the physician remain confidential except to those whom I designate. Accordingly, I hereby authorize the physician named above to release all information related to my physical examination to the Municipal Police Officer’s Education and Training Commission (MPOETC), or official designee, and to any additional police departments and/or academies listed below, for purposes consistent with the application process pursuant to this Act. No other release of this information, explicit or implied, is granted at this time.

NAME OF MUNICIPAL POLICE DEPARTMENT AND/OR CERTIFIED ACT 120 ACADEMY AND/OR MPOETC (Print)

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ADDRESS	CITY	STATE	ZIP CODE	FAX	EMAIL
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SIGNATURE – APPLICANT	DATE
SIGNATURE - PENNSYLVANIA LICENSED PHYSICIAN/PA/CNP	DATE

# Physical Examination Information

Your physical examination, which must be completed by a medical doctor or D.O., shall include forwarding you to a lab to have a **Profile 2- Urinalysis Drug Abuse Panel 10 with alcohol**.

Results should be released to applicant to include with Physical Exam form and application. This is to determine that the applicant is free from alcohol abuse, and use of drugs or illegal controlled substances.



MONTGOMERY COUNTY COMMUNITY COLLEGE  
MUNICIPAL POLICE ACADEMY

## **Municipal Police Officers' Basic Training Program (Act 120) Physical Fitness Evaluation Individual Informed Consent Release**

The fitness pre-test as well as the mandatory Municipal Police Officers' Education and Training Commission (MPOETC) Basic Physical Fitness Program, both test for:

1. Cardio-Respiratory Fitness
2. Muscular Strength and Endurance

Cardio-Respiratory Fitness is tested by evaluating the time required to run a distance of 1.5 miles and a 300 meter dash.

Muscular Strength and Endurance is determined by evaluating the number of sit-ups an applicant can successfully complete in a prescribed time period and by using the bench press method.

Note: All MPOETC fitness testing procedures are age and gender adjusted, as per the Cooper Institute of Aerobic Research.

Historically, the most physically demanding portion of the fitness test is the cardio-respiratory evaluation, the purpose of which is to examine the participant's heart rate response to exercise and recovery periods.

Occasionally, complications can occur during the mandatory fitness testing. If the applicant/cadet is not tolerating the task well, i.e. experiencing shortness of breath, pains in the chest area, etc. it is the applicant's/cadet's responsibility to cease all physical activity and notify the test monitor of his/her condition.

In signing this Consent and Release Form, you acknowledge that you completely understand the test and that any questions which may have occurred to you have been answered to your satisfaction. You also understand that every reasonable effort has been exerted to insure your health and safety, that you enter into the tests willingly, and that you hereby do release and hold the Montgomery County Community College harmless from and against any and all loss, cost, damage, injury to you, the participant, or damage to or loss of property during the course of such tests. Furthermore, I agree to look to my physician for any medical care.

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Signature of Participant

---

Date

---

Print Name



**MONTGOMERY COUNTY COMMUNITY COLLEGE  
MUNICIPAL POLICE ACADEMY**

**VEHICLE OPERATION'S LICENSE**

In consideration of my participation in the driver's training course, I hereby give Montgomery County Community College, Municipal Police Academy permission to investigate the status of my license to operate a motor vehicle

\_\_\_\_\_  
Name as it appears on License Date of Birth

\_\_\_\_\_  
Driver's License Number Issuing State

\_\_\_\_\_  
Date Issued Expiration Date Class of License

\_\_\_\_\_  
Address as it appears on License

Are you currently under suspension in ANY state? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, explain below

\_\_\_\_\_  
Have you ever had a license suspended or revoked? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, explain below

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



MONTGOMERY COUNTY COMMUNITY COLLEGE  
MUNICIPAL POLICE ACADEMY

## MCCC POLICE ACADEMY REFUND POLICY

In the unlikely event that an academy class is cancelled, a full refund of your tuition will be returned to you automatically.

It is the policy of Montgomery County Community College that, having begun to attend a class, regardless of the amount of time that you attend, you are responsible for 100% of the tuition for that class. Under extraordinary circumstances, should you need to withdraw, this request must be forwarded in writing to the Director of the Municipal Police Academy for approval. You may, at this juncture, request a refund or a transfer of your tuition to another non-credit course.

The decision to attend the police academy is one to be reached prior to the first day of class, not after. Do not assume that a transfer or refund will be approved.

As a matter of information, uniforms, and PT clothing and supplies are non-refundable.

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Cadet Signature

Date





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## FINANCIAL AID INFORMATION

MPT students can apply for the following financial aid programs:

- Federal Pell Grants
- Federal Stafford Loans (answer Yes to Question #27 on the FAFSA)
- Alternative Loans
- Montgomery County Community College Deferred Payment Loan Program
- VA Benefits

To apply for the Federal Financial Aid Program, you must do so after pre entrance testing, and before your interview.

**STEP 1** Complete the Free Application for Federal Student Aid (FAFSA) online @ [www.fafsa.ed.gov](http://www.fafsa.ed.gov) MCCC's Federal Code is 004452.

**STEP 2** Financial Aid Office at MCCC Central

MCCC  
Financial Aid Office  
340 DeKalb Pike  
Blue Bell, PA 19422  
215 641-6566 Fax 215-619-7193

**STEP 3** Complete the above steps at least 8 weeks prior to the start date of your program.

To apply for Alternative Loans visit [www.estudentloans.com](http://www.estudentloans.com) or [www.teri.org](http://www.teri.org) to find lenders for various loan programs.



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## **Montgomery College Community College Deferred Payment Plan**

Police Academy tuition is \$ 4,654.00. There will be a \$35 set up fee for this payment plan.

25% at registration - \$ 1,200.00 (includes \$ 35 fee)

25% before class starts - \$ 1,163.00

25% one month anniversary of start date of class - \$ 1,163.00

25% due second anniversary of start of class - \$ 1,163.00

## **Veterans Benefits**

This course is approved by the State of Pennsylvania Approval Agency for payment of VA Education Benefits. You may download an application to receive VA benefits at the following website:

[www.gibill.va.gov](http://www.gibill.va.gov)

For more info regarding your specific situation, you may contact:

[veterans@mc3.edu](mailto:veterans@mc3.edu)

or

Veterans Advisor

Montgomery County Community College

215 619-7307

## ENTRANCE FITNESS TEST REQUIREMENTS

Entrance Exam (30% Cooper)	Male Standards by Age					Female Standards by Age				
	18-29	30-39	40-49	50-59	60+	18-29	30-39	40-49	50-59	60+
300 Meter Run (Time)	62.1	63	77	87	87	75	82	106.7	106.7	106.7
Bench Press (% body weight)	0.93	0.83	0.76	0.68	0.63	0.56	0.51	0.47	0.42	0.4
Sit Ups (1 Min Reps)	35	32	27	21	17	30	22	17	12	4
1.5 Mile Run (Time)	13:15	13:44	14:34	15:50	15:50	15:46	16:42	17:29	19:10	19:10

### **Testing Order:**

300 Meter Run  
 Bench Press  
 Sit Ups  
 1.5 Mile Run

This is a cumulative test. Each event is pass/fail; thus, if one event is failed, the entire test is failed. There is no “averaging” of scores. Applicants for the police academy will need to pass each event at the 30<sup>th</sup> percentile to be considered for acceptance into the police academy. These scores are based on The Cooper Institute data. If an applicant does not fall into one of the age categories, the applicant will be required to receive a score closest to their actual age.