Municipal Police Academy

Cadet Application
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 11.5
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
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.”
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 30th 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 test will follow the Reading test for all students who have received a passing score and will last approximately one hour. There is a $100.00 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. Results of this test will take about two weeks to receive.

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

Municipal Police Academy
1175 Conshohocken Rd.
Conshohocken, PA  19428

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**

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](https://epatch.state.pa.us). Cost is $10 with a credit card. This method will give you immediate results. Print two copies, send one to us, and keep other for your records. 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.** If applicant wears corrective lenses, both uncorrective and corrective vision must be filled in. To include five panel Drug screen ordered by Physician from blood or urine. (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, non-stamped envelopes**
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__________________________________________________________________________


COURSE INFORMATION

Course Title: Police Academy Non-Refundable Application Fee
Course Location   [ ] Other   MCPSTC

Course Number ______________LMMPT 6300a 01 Amount Payment $ 50.00

Payment By: [ ] Personal Check   [ ] Company Check
[ ] Personal Credit Card   [ ] Company Credit Card
[ ] Money Order   [ ] Employee/Employee Dependent
[ ] Discover Card   [ ] Other

No Cash Accepted.

By completion of this form, I accept responsibility for payment of this course

Master Card # ___________________________ Exp. Date _____________ Security Code ______

VISA # ___________________________ Exp. Date _____________ Security Code ______

Discover # ___________________________ Exp. Date _____________ Security Code ______

Cardholder’s Signature________________________________________________________________________


PLEASE PRINT
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 – Jan. 25, 2016_______ Applications accepted 8/1/15 – 10/1/15

Name: _____________________________________________________________________________

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: ____________________________

_________________________________________________________________________________

EMPLOYMENT HISTORY
(Last 10 years)

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<th>From</th>
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<th>Duties</th>
<th>Reason for Leaving</th>
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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:

_________________________________________________________________________________

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
Reading 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

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<th>LAST NAME</th>
<th>FIRST NAME</th>
<th>MIDDLE INITIAL</th>
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<th>DATE OF BIRTH</th>
<th>DRIVER'S LICENSE NUMBER</th>
<th>STATE</th>
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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.)

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<tr>
<th>DATE</th>
<th>LOCATION</th>
<th>CHARGE</th>
<th>DISPOSITION</th>
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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 ASTERISK (*) 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 THE 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 PA.C.S. FROM POSSESSION, 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 JUDGMENT 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
§ 911 CORRUPT ORGANIZATIONS
§ 912 POSSESSION OF WEAPON ON SCHOOL PROPERTY
§ 2502 MURDER
§ 2503 VOLUNTARY Manslaughter
§ 2504 IN Voluntary MANSLAUGHTER, IF OFFENSE IS BASED ON THE RECKLESS USE OF A FIREARM
§ 2702 AGGRAVATED ASSAULT
§ 2703 ASSAULT BY PRISONER
§ 2704 ASSAULT BY LIFE PRISONER
§ 2709 HARASSMENT AND STALKING, IF THE OFFENSE RELATES TO STALKING
§ 2901 KIDNAPPING
§ 2902 UNLAWFUL RESTRAINT
§ 2910 LURING A CHILD INTO A MOTOR VEHICLE
§ 3121 RAPE
§ 3123 INVOLUNTARY DEVIATE SEXUAL INTERCOURSE
§ 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

§ 3701 ROBBERY
§ 3702 ROBBERY OF MOTOR VEHICLE
§ 3921 THEFT BY UNLAWFUL TAKING OR DISPOSITION, UPON CONVICTION OF THE SECOND FELONY OFFENSE
§ 3923 THEFT BY EXTORTION, WHEN THE OFFENSE IS ACCOMPANIED BY THREATS OF VIOLENCE
§ 3925 RECEIVING STOLEN PROPERTY, UPON CONVICTION OF THE SECOND FELONY OFFENSE
§ 4912 IMPersonATING A PUBLIC SERVANT, IF THE PERSON IS IMPersonATING A LAW ENFORCEMENT OFFICER
§ 4952 INTIMIDATION OF WITNESSES OR VICTIMS
§ 4953 RETALIATION AGAINST WITNESS OR VICTIM
§ 5121 ESCAPE
§ 5122 WEAPONS OR IMPLEMENTS FOR ESCAPE
§ 5501 RIOT, IF THE OFFENSE RELATES TO A FIREARM OR OTHER DEADLY WEAPON
§ 5515 PROHIBITING OF PARAMILITARY TRAINING
§ 610.1 POSSESSION OF FIREARMS
§ 6301 CORRUPTION OF MINORS
§ 6302 SALE OR LEASE OF WEAPONS AND EXPLOSIVES

*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
NOTICE TO EXAMINING PHYSICIAN

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.

NOTE: THIS FORM MUST BE PRINTED IN INK OR TYPEWRITTEN; PHOTOCOPIES WILL NOT BE ACCEPTED.

1. SOCIAL SECURITY NUMBER
2. DATE OF BIRTH (MO-DAY-YEAR)
3. DATE OF EXAM

4. NAME (PRINT)
   LAST | FIRST | MIDDLE | SUFFIX

5. STREET ADDRESS
   CITY/BOROUGH
   STATE | ZIP CODE

6. PHYSICIAN SHALL COMPLETE THE FOLLOWING:
   A. Is this applicant free from the addictive or excessive use of either 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 disabilities 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.

BLOOD PRESSURE
   SYSTOLIC _______ DIASTOLIC _______

HEART
   □ NORMAL □ ABNORMAL

LUNGS
   □ NORMAL □ ABNORMAL

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/ _______
   RIGHT CORRECTED 20/ _______ LEFT 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 APPLICANT IS UNFIT.

7. REMARKS
PHYSICAL CERTIFICATION

I HAVE PERSONALLY EXAMINED THE ABOVE-NAMED APPLICANT, AND IT IS MY PROFESSIONAL OPINION THAT THIS PERSON IS PHYSICALLY FIT OR UNFIT TO BE CERTIFIED AS A POLICE OFFICER IN PENNSYLVANIA AS INDICATED BELOW:

PHYSICAL VERIFICATION

I HEREBY CERTIFY THAT THE INFORMATION AND STATEMENTS CONTAINED IN THIS EXAMINATION FORM 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 18 PA.C.S. § 4904, RELATING TO UNSWORN FALSIFICATION TO AUTHORITIES.

☐ FIT ☐ UNFIT

DATE ________________

SIGNATURE: EXAMINING PHYSICIAN ________________

A. NAME OF EXAMINING PHYSICIAN (PRINT)

B. LICENSE NO.

C. STATE

D. STREET ADDRESS

CITY/BORO

STATE

ZIP CODE

E. TELEPHONE NO.

RELEASE OF PHYSICAL INFORMATION

Having applied for certification as a police officer in Pennsylvania I, ____________________________, have duly subjected myself to a physical examination by ____________________________, as required by the Act. I hereby reserve the right to have the data and conclusions of the physician remain confidential except to those whom I designate.

I hereby grant release for the aforesaid information to the police department employing me and the Municipal Police Officers' Education and Training Commission, or official designee, 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.

SIGNATURE: APPLICANT ________________

SOCIAL SECURITY NO. ________________

SIGNATURE: EXAMINING PHYSICIAN ________________

DATE ________________

FORM PROCESSING

This examination form must be forwarded to the employing police department by the examining physician within 15 days of the date of examination, even if the applicant is found unfit, and forwarded by that department with an application for certification to the Municipal Police Officers' Education and Training Commission.
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 the following completed: CMP, CBC, UA, blood alcohol, and a minimum of a 5 panel drug screen. This is to determine that the applicant is free from excessive use of alcohol, drugs or illegal controlled substances. You shall indicate to your examining physicians that submission of these tests results along with your fully completed physical examination form is required. Also the remarks section, on your physical examination form, must state that the "applicant is capable of performing in an active physical fitness program".

One further note, you should be aware that as per the Rules and Regulations of the Municipal Police Officers Education and Training Commission (M.P.O.E.T.C.) that the results or your physical and psychological examination are only good for a period of six (6) months. Should you not be fortunate enough to secure a position within the current class you will most likely have to re-do the physical and psychological components for consideration in a possible future class.
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.

_______________________________________  ______________
Signature of Participant      Date

_______________________________________
Print Name
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

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<th>Name as it appears on License</th>
<th>Date of Birth</th>
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<th>Driver’s License Number</th>
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Address as it appears on License

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<th>Are you currently under suspension in ANY state?</th>
<th>Yes _____</th>
<th>No _____</th>
</tr>
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<tr>
<td>If yes, explain below</td>
<td></td>
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<table>
<thead>
<tr>
<th>Have you ever had a license suspended or revoked?</th>
<th>Yes _____</th>
<th>No _____</th>
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<tbody>
<tr>
<td>If yes, explain below</td>
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Signature

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Date

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</table>
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.

_____________________________________________ ___________________________
Cadet Signature                                                                    Date
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  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.
Montgomery College Community College Deferred Payment Plan

Police Academy tuition is $4,200.00. There will be a $35 set up fee for this payment plan.

25% at registration - $1,085.00 (includes $35 fee)
25% before class starts - $1,050.00
25% one month anniversary of start date of class - $1,050.00
25% due second anniversary of start of class - $1,050.00

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

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

veterans@mc3.edu

or
Veterans Advisor
Montgomery County Community College
215 619-7307
### Fitness Test Requirements

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<tbody>
<tr>
<td>300 Meter Run</td>
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<tr>
<td>50TH</td>
<td>56.0</td>
<td>57.0</td>
<td>67.6</td>
<td>80.0</td>
<td></td>
<td>64.0</td>
<td>74.0</td>
<td>86.0</td>
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<tr>
<td>30TH</td>
<td>62.1</td>
<td>63.0</td>
<td>77.0</td>
<td>87.0</td>
<td></td>
<td>75.0</td>
<td>82.0</td>
<td>106.7</td>
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<tr>
<td>1 RM Bench Press Ratio</td>
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<tr>
<td>50TH</td>
<td>1.06</td>
<td>0.93</td>
<td>0.84</td>
<td>0.75</td>
<td>0.68</td>
<td>0.65</td>
<td>0.57</td>
<td>0.52</td>
<td>0.46</td>
<td>0.45</td>
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<tr>
<td>30TH</td>
<td>0.93</td>
<td>0.83</td>
<td>0.76</td>
<td>0.68</td>
<td>0.63</td>
<td>0.56</td>
<td>0.51</td>
<td>0.47</td>
<td>0.42</td>
<td>0.40</td>
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<tr>
<td>1 Minute Sit-ups</td>
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<td>50TH</td>
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<td>36</td>
<td>31</td>
<td>26</td>
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<td>35</td>
<td>27</td>
<td>22</td>
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<td>8</td>
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<tr>
<td>30TH</td>
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<td>22</td>
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<tr>
<td>1.5 Mile Run</td>
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### 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.