



Police Academy Pre-Service Application

FINAL CHECKLIST – Contact Academy Director for Specific Due Dates

Applicant Name: _____

Applicant: Please initial each line to the left of the required document, indicating the document is included.

- _____ **Oral Board Interview** – scheduled by Academy Director.
- _____ **Physician Statement of Applicant's Medical Condition** – form obtained from Academy Director AFTER completion of oral board interview. The form should be completed by an Occupational Health Doctor during appointment at an Occupational Health Facility. (*Fee involved*).
- _____ **Medical History Statement** – must be submitted to Academy Director AND Occupational Health Doctor during appointment.
- _____ **LiveScan Form** – form obtained by Academy Director requiring fingerprinting of candidate. (*Fee involved*).
- _____ **Driver's License** – copy of the front and back of your driver's license.
- _____ **Birth Certificate** – copy of your birth certificate and any changes of legal name.
- _____ **Transcripts** – official copy of your college transcripts (degree required for pre-service candidates upon completion of the Police Academy).
- _____ **Declaration of Accommodations** – form obtained by Academy Director.
- _____ **Proof of CPR/AED Certification** – CPR certification required prior to the first day of the Police Academy session.

Submit in person to Director Brad Byerle at the Todd Center on LMC's Benton Harbor campus. Call ahead 269.927.8154 to confirm Director's schedule and availability.