



## APPLICANT INFORMATION PAGE

### THINGS TO KNOW

- All required documentation must accompany your application.
- All questions should be answered truthfully and with complete explanation where applicable.
- If you have questions concerning any part of the process, direct them to the Recruitment and Background Investigator only.
- Appropriate business attire is required for all interviews and testing. No jeans, tennis shoes, or T-shirts will be tolerated.
- Applicants should appear for all scheduled interviews and testing on time. If you cannot make an appointment, it is your responsibility to contact the Atlanta Police Recruitment office.
- The hiring process **can** take up to several months to complete. It is important to keep in touch with your Background Investigator throughout the process informing him or her of any changes from your application.

### PHASES OF THE HIRING PROCESS

- Applications are received and reviewed for completeness. If the application is complete, an initial interview will be scheduled. All applicants are responsible for their travel expenses.
- Background investigation will begin on all applicants who have passed the above listed phase. This investigation will consist of checks into his or her Employment History, Criminal History, Driving History, Financial History, Military History, References, and the Computer Voice Stress Analysis (CVSA), and Fingerprint results. If an applicant is not disqualified after this phase, the file will be submitted through the chain of command up to the Chief of Police Office.
- The Chief of Police has the final decision on all hiring for the Atlanta Police Department. When the applicant receives a conditional offer of employment then the applicant will be administered a pre-employment medical, psychological, and physical agility exam.
- When the applicant passes all of the examinations, the Chief of Police will review the file for final approval.
- When the applicant receives a final approval, the applicant will be notified by the unit Commander of Background and Recruitment section, of their first date of employment with the City of Atlanta Police Department.

## INSTRUCTION SHEET

The applicant must complete the enclosed forms accurately, legibly, and completely. Do not leave any blank spaces. Print answers to questions with a black ball point pen. It is to your advantage to be absolutely truthful in answering all questions on your application and during all interviews. A false statement or the omissions of requested information will cause grounds for automatic rejection. If you answer “yes” to a question, you need to be complete in explaining the circumstances. Do not omit an explanation because you think the incident was minor and of no importance.

### **Valid Test Scores must be brought to the initial interview:**

- *Applicant must pass the Accuplacer Test from any Technical College System location. This test is required by Georgia Police Officer Standard and Training (POST). Accepted minimum scores for the **Accuplacer Test: Reading 55 and Writing 60**. Other Test Scores will be accepted such as, **SAT Test- 430 verbal and 400 math, CPE – Reading 75, Math 75, and English 75, and the ACT Test-18 Verbal and 16 Math (Prior to December 31, 2016)**. Any one of the above test scores, which are required, will qualify as the GA POST entrance exam*
- **Applicants who have not taken the SAT or ACT test with the above approved test scores, must take the Accuplacer Test.**

### ***The following documents will be required upon your entry into the background Process.***

- A copy of a state accredited high school diploma, certified transcripts, or G.E.D. certificate
- A copy of your original birth certificate
- A copy of your current/valid driver’s license
- (2) passport type photographs from a 1-hour photo location
- An original copy of your driver’s record-recent (7) year history transcript from every state D.M.V. in which you have ever held a valid driver’s license
- A copy of your employment or wage history report for the last 10 years from the Social Security Agency location
- DD214 form, member 4 showing an honorable discharge (if a veteran)
- Certified college transcripts (sealed)
- Name changed documents (i.e., marriage license, court order, etc.)
- Citizenship papers
- Copy of bankruptcy discharge papers

**The completed application and required documents must be returned to the Atlanta Police Department Recruiting Office at the following address: Atlanta Police Department**

City of Atlanta Police Department  
Background/Recruitment, 2<sup>nd</sup> Floor  
226 Peachtree St S.W.  
Atlanta, GA 30303

**If you have any questions concerning this process, please call the Recruitment Unit at (404) 546-7650.**

## PERSONAL DATA

Social Security Number: \_\_\_\_\_ Age: \_\_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

In which state was your SS# issued? \_\_\_\_\_

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

How long have you lived at	
Years	Months

Full Name: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  

Last Name
First Name
Middle Name

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

Street Number (or PO BOX #)
Street Name
  

City
State
Zip Code

**Telephone Numbers: Area Code + Phone Number**

Home Telephone Number: \_\_\_\_\_

Business Telephone Number: \_\_\_\_\_

Cell Telephone Number: \_\_\_\_\_

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

FAX Number: \_\_\_\_\_

**Citizenship**

Are you a citizen of the United States? Yes [  ] No [  ]

If "no", are you a permanent resident? Yes [  ] No [  ]

Are you: Natural Born [  ] Need Certified Copy of your birth certificate from the Bureau of Vital in the state you were born.

Naturalized [  ] Need original Naturalization Papers.

Resident Alien [  ] Need Alien Registration Card ("Green Card")

Place of Birth: \_\_\_\_\_  

City
County
State/Country

Gender	Race
<input type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> Other	<input type="checkbox"/> Black/African American <input type="checkbox"/> White <input type="checkbox"/> Black Hispanic/Latino <input type="checkbox"/> Multiracial <input type="checkbox"/> Asian <input type="checkbox"/> Native Hawaiian or Pacific Islander <input type="checkbox"/> White Hispanic/Latino <input type="checkbox"/> American Indian/Atlantic Native

**PERSONAL DATA (continued)**

**Have you ever used another name or had your name changed?** Yes \_\_\_\_\_ No \_\_\_\_\_

Note: This includes, but is not limited to, Maiden Names, Former Married Names, Adopted Names, Nicknames, etc. If Yes, fill in the information in the table below.

Previous Name	Date of Change	Location of Change	Reason for Change

**How did you learn about the position?**

- NEWSPAPER
- TELEVISION
- BILLBOARD
- RADIO (STATION NAME \_\_\_\_\_)
- APD INTERNET Web Page
- SOCIAL MEDIA (Name)

**Have you filed an application with the City of Atlanta before?** YES \_\_\_\_\_ NO \_\_\_\_\_

Position(s) last applied for and date: \_\_\_\_\_

**Are you presently employed by the City of Atlanta?** YES \_\_\_\_\_ NO \_\_\_\_\_

If YES, list: Department \_\_\_\_\_ Date Hired \_\_\_\_\_

**Have you been employed previously by the City of Atlanta?** YES \_\_\_\_\_ NO \_\_\_\_\_

**If so, did you leave in good standing?** YES \_\_\_\_\_ NO \_\_\_\_\_

If YES: Date(s) started \_\_\_\_\_ Date(s) left \_\_\_\_\_ Position(s) Held \_\_\_\_\_

**Do you hold a valid driver's license?** YES \_\_\_\_\_ NO \_\_\_\_\_

License Number \_\_\_\_\_ State \_\_\_\_\_ Expires on \_\_\_\_\_

# EDUCATION

If you graduated from high school, complete the following information:

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Name of High School	Dates Attended: From/ To			
Street Number	Street Name	City	State	Zip
Telephone Number	Date Graduated			

If you received a GED certificate, complete the following information:

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Name of School (If School No Longer Exists, List Name of the Local Board Of Education)

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Complete Mailing Address of School (If School No Longer Exists, List the Address of the Local Board Of Education)

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Year GED Obtained	State GED Obtained
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List any degrees that you have received: Such as A.A., A.A.S., B.S., M.P.A., ETC.

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Type of Degree	Major and Minor Area of Study	Year Received
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Type of Degree	Major and Minor Area of Study	Year Received
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Since high school, have you ever been expelled or suspended from any school or been disciplined by any school official?

Yes\_\_\_\_ No\_\_\_\_ If YES, explain:

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**NOTE:** The applicant is responsible for furnishing APD with a COPY OF HIS/HER HIGH SCHOOL DIPLOMA and SEALED COLLEGE TRANSCRIPTS (where applicable) at the applicant's own expense.

List below any colleges, universities, vocational/technical schools/graduate schools that you have attended:

NAME OF SCHOOL	COMPLETE ADDRESS (INCLUDE STREET NUMBER, STREET NAME, CITY, STATE AND ZIP CODE)	DATES ATTENDED (MONTH AND YEAR)		MAJOR COURSE OF STUDY	DID YOU GRADUATE?

### LAW ENFORCEMENT EXPERIENCE

List all public safety agencies that you have applied with (law enforcement, fire department, correctional, etc.) Include agency name, date you applied, and how far you got in their hiring process. Also list contact name (if available).

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

List the number of years and months experience as a certified law enforcement officer: YEARS \_\_\_\_\_ MONTHS \_\_\_\_\_

List your P.O.S.T. Certification Number: \_\_\_\_\_

In the table below, list any and all disciplinary action received while working in a law enforcement position. Include any oral or written reprimands, suspensions, demotions or terminations; date of the action; reason for the action (i.e., auto accident, insubordination, violation of departmental policy, etc.); and indicate whether you are currently involved in an open Internal Affairs investigation.

Name of Agency (Include address)	Type of disciplinary action	Date of action	If an Internal Affairs investigation; open or closed	Reason for disciplinary action

## MILITARY SERVICE

**Have you ever attempted to enlist in any branch of the United States Armed Forces? This can also include Reserves, National Guard, or Coast Guard.**

YES [ ] NO [ ] If YES, what branch \_\_\_\_\_

**Have you ever served in any branch of the United States Armed Forces? This can also include Reserves, National Guard, or Coast Guard.**

YES [ ] NO [ ] If YES, what branch \_\_\_\_\_

**What type of military discharge did you receive? (Honorable, Dishonorable, General, Under Honorable Conditions, Entry Level Separation, Medical, etc.) Be Specific:**

\_\_\_\_\_

**Have you ever served in any branch of a foreign military?**

YES [ ] NO [ ] If YES, what branch \_\_\_\_\_

**Have you ever been involved in, or been accused of being involved in, a subversive act against the United States Government, or any other government, such as mutiny, treason, sabotage, espionage, etc.?**

YES [ ] NO [ ] If YES, fully explain on an attached sheet of paper

**APPLICANTS WHO HAVE SERVED IN THE MILITARY MUST COMPLETE THE FOLLOWING:**

BRANCH OF SERVICE	ENLISTMENT PERIOD	HIGHEST RANK HELD	SERVICE NUMBER

**Have you ever been court martialed, tried on charges, or subject of an Article 15, company punishment, OR ANY OTHER disciplinary action while a member of any branch of the Armed Forces?**

YES [ ] NO [ ] If YES, fill in the information in the table below and explain offense(s) in detail on an attached sheet of paper.

TYPE OF DISCIPLINARY ACTION	BRANCH OF SERVICE	DATE OF ACTION	DISPOSITION OF ACTION

## **RESIDENCE HISTORY**

**List all of your residence addresses for the past FIVE (5) years. Begin with your present address. This list should include temporary addresses, part-time addresses, military addresses, permanent addresses, and school addresses. Follow the example:**

FROM MO/YR	TO MO/YR	STREET #	STREET NAME	CITY	COUNTY	STATE	ZIP
10/01	9/15	55	FOX STREET	BUFORD	HALL	GA	30518
10/15	10/16	980	ELLENBURG WAY	ATLANTA	FULTON	GA	30302
10/17	Present	1123	CHARLES PLACE	MARIETTA	COBB	GA	32252

FROM MO/YR	TO MO/YR	STREET #	STREET NAME	CITY	COUNTY	STATE	ZIP



## EMPLOYMENT HISTORY

In the following tables, list your current job(s). Job History for the last 10 years will be gathered during Background stage. Include military, volunteer experience, self-employment, internships, and periods of unemployment, ANY part-time work, and ANY full-time work.

### EXAMPLE JOB 1

NAME OF ORGANIZATION OR COMPANY	TELEPHONE (INCLUDE AREA CODE)	EMAIL	DATES EMPLOYED: FROM MO/YR TO MO/YR
Atlanta Police Department	(404)546-7650	www.joinatlantapd.org	6/1998 Present
COMPLETE ADDRESS:			TOTAL TIME EMPLOYED:
226 Peachtree St. SW Atlanta, GA 30303			4 years
OFFICIAL JOB TITLE:	NAME OF SUPERVISOR/CONTACT		OUT OF BUSINESS? YES NO
Police Officer	Sgt. John Doe		NO
DESCRIBE SPECIFIC JOB DUTIES: Patrol officer. Responsible for answering calls for service, report writing, and accident investigation.			
SPECIFIC REASON FOR LEAVING:			
FIRED	LAY OFF	RESIGNED	END OF ASSIGNMENT

### EXAMPLE JOB 2

NAME OF ORGANIZATION OR COMPANY	TELEPHONE (INCLUDE AREA CODE)	FAX NUMBER	DATES EMPLOYED: FROM MO/YR TO MO/YR
Atlanta Police Department	(404)123-4567	(404)987-6543	1/1995 6/1998
COMPLETE ADDRESS:			TOTAL TIME EMPLOYED:
7675 Peachtree Industrial Blvd. Norcross, GA 32222			3 years / 6 months
OFFICIAL JOB TITLE:	NAME OF SUPERVISOR/CONTACT:		OUT OF BUSINESS? YES NO
Construction Foreman	Roy Davis		YES - 1993
DESCRIBE SPECIFIC JOB DUTIES: Supervised 20 construction laborers. Responsible for safety rules compliance, payroll, and inventory control.			
SPECIFIC REASON FOR LEAVING: Company went out of business in 1993 - lay off			
FIRED	LAY OFF	RESIGNED	END OF ASSIGNMENT

**EMPLOYMENT HISTORY- LIST CURRENT JOB(S) ONLY. THE LAST 10 YEARS WILL BE GATHERED AT BACKGROUND STAGE.**

**JOB 1**

NAME OF ORGANIZATION OR COMPANY	TELEPHONE NUMBER	FAX NUMBER	DATES EMPLOYED: FROM MO/YR TO MO/YR
COMPLETE ADDRESS:			TOTAL TIME EMPLOYED:
OFFICIAL JOB TITLE:	NAME OF SUPERVISOR/CONTACT		OUT OF BUSINESS? YES NO
DESCRIBE SPECIFIC JOB DUTIES:			
SPECIFIC REASON FOR LEAVING:			
FIRED	LAY OFF	RESIGNED	END OF ASSIGNMENT

**JOB 2**

NAME OF ORGANIZATION OR COMPANY	TELEPHONE NUMBER	FAX NUMBER	DATES EMPLOYED: FROM MO/YR TO MO/YR
COMPLETE ADDRESS:			TOTAL TIME EMPLOYED:
OFFICIAL JOB TITLE:	NAME OF SUPERVISOR/CONTACT		OUT OF BUSINESS? YES NO
DESCRIBE SPECIFIC JOB DUTIES:			
SPECIFIC REASON FOR LEAVING:			
FIRED	LAY OFF	RESIGNED	END OF ASSIGNMENT

**JOB 3**

NAME OF ORGANIZATION OR COMPANY	TELEPHONE NUMBER	FAX NUMBER	DATES EMPLOYED: FROM MO/YR TO MO/YR
COMPLETE ADDRESS:			TOTAL TIME EMPLOYED:
OFFICIAL JOB TITLE:	NAME OF SUPERVISOR/CONTACT		OUT OF BUSINESS? YES NO
DESCRIBE SPECIFIC JOB DUTIES:			
SPECIFIC REASON FOR LEAVING:			
FIRED	LAY OFF	RESIGNED	END OF ASSIGNMENT

# APPLICATION QUESTIONNAIRE

**Instructions: If you answer “yes” to questions 3-9, you must explain the “yes” answer fully at the bottom of this sheet. Remember to indicate the question number that you are addressing. Failure to follow instructions will result in your application being returned to you.**

	Yes	No
1. Will you consent to a thorough background investigation of your character?	_____	_____
2. Will you consent to a rigid medical examination by a physician, upon conditional offer of employment?	_____	_____
3. Have you <b>EVER</b> been rejected for employment, for any reason, by any law enforcement agency? If “yes”, what agency and why.	_____	_____
4. Have you <b>EVER</b> been terminated by any law enforcement agency? If “yes”, give the date of termination and reason for termination.	_____	_____
5. Have you <b>EVER</b> been physically arrested or given a copy of charges for violation of any city, municipal, state, or federal law?	_____	_____
6. Have you <b>EVER</b> used, tried, ingested, or experimented with <b>ANY</b> other type of illegal narcotics or dangerous drugs (i.e. heroin, cocaine, hashish, speed, LSD, anabolic steroids, etc.)? If “yes” indicate what type of drug, when you used it, and how many times you used the drug. <b>(should be a Yes or No)</b>	_____	_____
7. Have you <b>EVER</b> sold any type of illegal drug, delivered illegal drugs, shared drugs with another person, or directed another person where to buy drugs?	_____	_____
8. Have you <b>EVER</b> benefited from the sale of illegal drugs, either directly or Indirectly, free drugs or sexual favors? (If you received any money from a Friend or family member involved in drug sales indirectly. If <b>Yes</b> , explain in detail.	_____	_____

**Explanations must be detailed, accurate, and true. Remember to print the number of the question that you are addressing. Attach additional sheets of paper if necessary.**



ATLANTA POLICE DEPARTMENT

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**EMPLOYMENT WAIVER**

I, \_\_\_\_\_, HEREBY ACKNOWLEDGE THAT I FULLY UNDERSTAND THAT MY EMPLOYMENT WITH THE ATLANTA POLICE DEPARTMENT IS CONTINGENT ON THE RESULTS OF THE INVESTIGATION OF MY BACKGROUND.

FURTHERMORE, I FULLY UNDERSTAND THAT IF THIS INVESTIGATION REVEALS ANY INFORMATION THAT WOULD PROHIBIT MY CONTINUED EMPLOYMENT WITH THIS DEPARTMENT THAT MY APPOINTMENT IS SUBJECT TO IMMEDIATE TERMINATION.

I, \_\_\_\_\_, WITHOUT ANY COERCION, VOLUNTARILY AGREE TO EXECUTE AND SIGN THIS WAIVER.

\_\_\_\_\_  
APPLICANTS SIGNATURE

\_\_\_\_\_  
SOCIAL SECURITY NUMBER

\_\_\_\_\_  
DATE

\_\_\_\_\_  
POSITION

\_\_\_\_\_  
WITNESS SIGNATURE

\_\_\_\_\_  
DATE



## ATANTA POLICE DEPARTMENT

### Physical Requirements

### Waiver Form

### During the Training Academy Period

All Police Officer Recruits will be required to submit to the following physical training requirements during the training period. There will be **four** Physical training Exams administered during the entire training period. The Police Recruit must meet the standards established in Task I and II during the fourth PT exam. If the police Recruit cannot successfully pass the physical mandates of the Atlanta Police Academy Training during the fourth and final PT exam, he/she is not eligible for the graduation from the Academy.

- **Task I: Run 1 and ½ Miles** (Standard 13 minutes, 30 seconds)  
Physical Activity: running at a moderate pace

Fitness running is conducted regularly throughout Recruit Training; however, the police candidate must progressively work towards completing the required run (1 and ½ miles) within a thirteen and a half (13 ½) minute time frame. The required run for all police recruits will be conducted one final time during the fourth (4<sup>th</sup>) PT test. At this time, the recruit must meet the given standard in order to graduate.

- **Task II: Obstacle Course** (Standard 1 minute, 40 seconds)  
Physical Activity: Pursuit, Confront & Subdue including crawling, running, climbing, lateral movement, weaving in and out, lifting, dragging/pulling a life sized dummy, and handcuffing activities.

This course involves the use of simulation assessment activities relating to the physical mandates of the Police Officer position. The course is approximately 200 yards.

### Affidavit

I, \_\_\_\_\_ understand that achieving the above physical requirements are mandatory in order to become an Atlanta Police Officer. I acknowledge that each task level must be successfully achieved during my tenure at the Atlanta Police Academy or I will not be eligible for graduation.

\_\_\_\_\_  
Applicant Signature/Date

\_\_\_\_\_  
Notary Signature/Seal



**ATLANTA POLICE DEPARTMENT CONSENT FORM**

I, \_\_\_\_\_, DO HEREBY AUTHORIZE A REVIEW OF AND FULL DISCLOSURE OF ALL RECORDS CONCERNING MYSELF TO ANY DULY AUTHORIZED AGENT OF THE CITY OF ATLANTA POLICE DEPARTMENT, OR TO ANY AUTHORIZED AGENT OF A CRIMINAL JUSTICE AGENCY OR ANY PRIVATE AGENCY UPON REQUEST OF THE CITY OF ATLANTA POLICE DEPARTMENT, WHETHER THE SAID RECORDS ARE OF A PUBLIC, PRIVATE, OR CONFIDENTIAL NATURE.

THE INTENT OF THIS AUTHORIZATION IS TO GIVE MY CONSENT FOR FULL AND COMPLETE DISCLOSURE OF THE RECORDS OF MILITARY SERVICE RECORDS, "AUTHORITY TO RELEASE LAW ENFORCEMENT OR CRIMINAL RECORDS OR INFORMATION FROM A LAW ENFORCEMENT AGENCY;" EDUCATIONAL INSTITUTIONS; FINANCIAL OR CREDIT INSTITUTIONS, INCLUDING RECORDS OF LOANS, THE RECORDS OF COMMERCIAL OR RETAIL CREDIT AGENCIES (INCLUDING CREDIT REPORTS AND/OR RATING) AND FINANCIAL STATEMENTS AND RECORDS WHEREVER FILED; MEDICAL AND PSYCHIATRIC TREATMENT AND/OR CONSULTATION INCLUDING HOSPITALS, CLINICS, PRIVATE PRACTITIONERS, AND THE U.S. VETERAN'S ADMINISTRATION; EMPLOYMENT AND PRE-EMPLOYMENT RECORDS, INCLUDING BACKGROUND REPORTS, EFFICIENCY RATINGS, COMPLAINTS OR GRIEVANCES FILED BY OR AGAINST ME AND THE RECORDS AND RECOLLECTIONS OF ATTORNEYS AT LAW, OR OF OTHER COUNSEL WHETHER REPRESENTING ME OR ANOTHER PERSON IN ANY CASE, EITHER CRIMINAL OR CIVIL, IN WHICH I PRESENTLY HAVE OR HAVE HAD AN INTEREST.

I UNDERSTAND THAT ANY INFORMATION OBTAINED BY A PERSONAL HISTORY BACKGROUND INVESTIGATION, WHICH IS DEVELOPED DIRECTLY OR INDIRECTLY IN WHOLE OR IN PART, UPON THIS RELEASE AUTHORIZATION, WILL BE CONSIDERED IN DETERMINING MY SUITABILITY FOR EMPLOYMENT BY THE CITY OF ATLANTA POLICE DEPARTMENT. I ALSO CERTIFY THAT ANY PERSON(S) WHO MAY FURNISH SUCH INFORMATION CONCERNING ME SHALL NOT BE HELD ACCOUNTABLE FOR GIVING THIS INFORMATION; AND I HEREBY RELEASE SAID PERSON(S) FROM ANY AND ALL LIABILITY, WHICH MAY BE INCURRED AS A RESULT OF FURNISHING SUCH INFORMATION.

I ALSO AGREE TO PAY ANY AND ALL CHARGES OR FEES CONCERNING THIS REQUEST AND CAN BE BILLED FOR SUCH CHARGES AT THE BELOW LISTED ADDRESS.

A PHOTOCOPY OF THIS RELEASE FORM WILL BE VALID AS AN ORIGINAL THEREOF, EVEN THOUGH THE SAID PHOTOCOPY DOES NOT CONTAIN AN ORIGINAL WRITING OF MY SIGNATURE.

\_\_\_\_\_  
APPLICANT SIGNATURE (include maiden name)

\_\_\_\_\_  
WITNESS

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
COMPLETE ADDRESS

\_\_\_\_\_  
NOTARY PUBLIC

\_\_\_\_\_  
DATE OF BIRTH

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SOCIAL SECURITY NUMBER

# SWORN STATEMENT

I HEREBY SWEAR THAT ALL STATEMENTS MADE IN THIS APPLICATION ARE TRUE AND COMPLETE. I ALSO UNDERSTAND THAT ANY MISSTATEMENTS, OMISSIONS, OR FALSIFICATIONS OF MATERIAL FACTS WILL SUBJECT ME TO DISQUALIFICATION AND TERMINATION FROM THE HIRING PROCESS AND COULD RESULT IN CRIMINAL PROSECUTION UNDER OCGA sec. 16-10-20.

\_\_\_\_\_  
APPLICANT'S FULL LEGAL NAME (PRINT)

\_\_\_\_\_  
RECRUITMENT OFFICER'S SIGNATURE

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

\_\_\_\_\_  
DATE

\_\_\_\_\_  
APPLICANT'S SOCIAL SECURITY NUMBER

\_\_\_\_\_  
DATE

\_\_\_\_\_  
NOTARY PUBLIC

\_\_\_\_\_  
DATE