



PimaCountyCommunityCollegeDistrict

Memorandum submitted with application for Police Officer at Pima Community College

Subject: Minimum Qualifications for Appointment as a Peace Officer in Arizona

By my signature below, I certify that I meet minimum qualifications to be considered for appointment as a Police Officer at Pima Community College, and for certification by the Arizona Peace Officer Standards and Training Board as a peace officer in Arizona.

Selected Minimum Qualifications for Appointment as a Peace Officer in Arizona

- United States citizen
- At least 21 years of age (**proof provided with my application materials**)
- High school graduate or successfully completed a General Education Development (GED) examination
- Have not been convicted of a felony or any offense that would be a felony if committed in Arizona
- Have not been dishonorably discharged from the United States Armed Forces
- Have not been previously denied certified status, had my certified status revoked or had my current certified status suspended
- Have not illegally sold, produced, cultivated, or transported marijuana for sale
- Have not illegally used marijuana for any purpose within the past three years
- Have not ever illegally used marijuana other than for experimentation
- Have not ever illegally used marijuana while employed or appointed as a peace officer
- Have not illegally sold, produced, cultivated, or transported for sale any dangerous drug or narcotic or marijuana
- Have not illegally used a dangerous drug or narcotic, other than marijuana, for any purpose within the past seven years
- Have not ever illegally used a dangerous drug or narcotic other than for experimentation
- Have not ever illegally used a dangerous drug or narcotic while employed or appointed as a peace officer
- Do not have a pattern of abuse of prescription medication
- Have not been convicted of or adjudged to have violated traffic regulations governing the movement of vehicles with a frequency within the past three years that indicates a disrespect for traffic laws or a disregard for the safety of other persons on the highway

I further understand the application process will include a medical examination that meets the standards of AAC R13-4-107 within one year before appointment. I further understand that the application will complete background investigation that meets the standards of AAC R13-4 106 and that I will be asked to complete a background investigation questionnaire and submit other documents such as copies of military discharge records that provide detailed information about my personal background, work history and suitability for a campus law enforcement position. And I understand the background investigation may explore sensitive or confidential aspects of my personal life, and will include at a minimum:

- Verification of my minimum qualifications
- Polygraph test
- A review of my criminal records
- A review of my driving history records
- Verification of at least three personal references
- Verification of past employment
- Drug usage history
- A fingerprint records check

Applicant's signature (indicates all 4 documents are submitted):

Printed Name: _____

**To be considered for the position
you must submit 4 documents:**

- 1. Pima Community College Application for Employment – Staff Position**
- 2. Résumé**
- 3. Proof of age 21 or greater**
- 4. This memorandum**

Date: _____