For Law Enforcement Training Use Only

FPC _____ ID _____ D L _____

JB _____ SC _____ KK _____

GW _____ SO _____ SM _____

L.E.S. Forms
3, 6, 7 Combined

SOUTH DAKOTA
LAW ENFORCEMENT OFFICERS
STANDARDS & TRAINING COMMISSION

APPLICATION AND
PERSONAL HISTORY STATEMENT

MINIMUM STANDARDS FOR EMPLOYMENT:

Subsequent to October 1, 1971, a person may not be temporarily or permanently employed or certified as a law enforcement officer or continues to be employed or certified as a law enforcement officer unless he meets the following requirements:

(1) Is a citizen of the United States;

(2) Is at least 21 years of age at time of appointment;

(3) Has his fingerprints taken by a qualified law enforcement officer;

(4) Is of good moral character;

(5) Is a graduate of an accredited high school or has a high school equivalency certificate acceptable to the commission;

(6) Is examined by a licensed physician who certifies, on forms prescribed by the commission, that the applicant is able to perform the duties of a law enforcement officer;

(7) Is interviewed in person by the hiring agency or its designated representative before employment. The interview shall include questions to determine applicant's general suitability for law enforcement service, appearance, personality, temperament, ability to communicate, and other characteristics reasonably necessary to the performance of the duties of a law enforcement officer;

(8) Takes the oath of office as required by SDCL 9-14-7 or 3-1-5. The oath may be taken before the nearest available judge of a court of records;

(9) Has not unlawfully used any prescribed drug, controlled substance, or marijuana within one year before the time of application for certification.

(10) Is eligible to reapply for certification, if the person has for any reason failed to successfully complete the basic law enforcement training program and;

(11) Has not had his certification revoked, voluntarily surrendered certification, had an application for certification refused, or been dismissed from the basic training program, unless the commission upon application declares eligible for employment or certification.

(12) Has not become ineligible for employment or certification as a law enforcement officer in any other state, as a result of any proceedings involving any revocation, suspension, surrender of, or resignation or dismissal from certification, employment or training, unless the commission, upon application, declares the person eligible for employment or certification in South Dakota.

GENERAL INSTRUCTIONS:

Type or hand print an answer to every question. If question does not apply to you, so state with N/A. If space available is insufficient, use a separate sheet and precede each answer with the number of the referenced block.
DO NOT MISSTATE OR OMIT material fact since the statements made herein are subject to verification to determine your qualifications for employment, or certification. Any misstatement or omission can be used as grounds to deny your application and/or revoke or suspend any subsequent certification.

POSITION APPLIED FOR	DEPARTMENT	**AGENCY HIRE DATE**

1. LAST NAME	FIRST NAME	MIDDLE NAME	2. Male ( )	Female ( )

3. ALIAS(ES), NICKNAME(S), MAIDEN NAME, OTHER CHANGES IN NAME	4. MARITAL STATUS ____ Single ____ Married

5. PRESENT RESIDENT ADDRESS STREET OR RFD / CITY OR POST OFFICE / STATE	ZIP CODE

6. DATE OF BIRTH (month, day, year)	7. PLACE OF BIRTH	8. TELEPHONE Home_____ Bus._____

9. HEIGHT	WEIGHT	COLOR OR HAIR	COLOR OF EYES	10. SCARS, PHYSICAL DEFECTS, DISTINGUISHING MARKS TATTOOS.

11. U.S. CITIZEN ( ) Yes ( ) No	IF NATURALIZED - CERTIFICATE NO: _____	12. SOCIAL SECURITY NUMBER _____

13. EDUCATION:

A. List all high schools attended.

NAME	LOCATION	DATES ATTENDED	YEARS COMPLETED	GRADUATED Yes	No

B. If not a High School graduate, have you completed the General Educational Development (GED) tests. Yes____ No____

If yes, when? _____ Where_____

C. Higher education. List information below for all colleges or universities attended.

Name and Location of College or University	Dates Attended From	To	Credit Hours Semester	Quarter	Degree Rec'd	Year Rec'd

Major and minor college courses.

D. Other schools or training (trade, vocational, business, or military). Give for each the name and location of school, dates attended, subjects studied, certificate, and any other pertinent data.

14. VEHICLE OPERATOR'S LICENSE (Driver's, Chauffeur's, etc.) Give the following information concerning any vehicle operator's license you have held or now hold:

Kind of License	Place of Issue	Date of Expiration	Restrictions

15. Have you ever had your drivers license, in any state suspended or revoked?

( ) Yes ( ) No If yes, give details, including reasons, state dates, etc.

16. Have you ever had your law enforcement certification suspended, revoked or voluntarily surrendered in South Dakota or any other state?

( ) Yes ( ) No If yes, give details, including reasons, state dates, etc..

17. Have you ever voluntarily surrendered any professional/occupational certification or license or have you ever had any professional/occupation certification or license suspended or revoked?

( ) Yes ( ) No If yes, give details, including reasons, names of companies dates, etc..

18. DETENTION, ARREST, CRIMINAL LITIGATION, CRIMINAL SUMMONS, CITATIONS, and/or CONVICTION. List **ALL**, including juvenile, and traffic tickets. Be advised that pursuant to SDCL 23-3-42, and not withstanding any legal advice you may have received to the contrary, you **MUST** list any suspended imposition or suspended execution of sentence. ***Failure to disclose all the required information may result in denial of your application. If your application is denied you must wait one year to reapply to the academy.***

A. Have you ever been arrested or detained by a law enforcement agency? ( ) Yes ( ) No

If the answer to the above question is YES, list below the date, place, and details of each incident.

19. MILITARY SERVICE *Submit copy of **DD 214** with application*

Branch	From	To	Type of Discharge

20. EMPLOYMENT (Last 5 yrs.)

Employer	From	To	General Duties

21. REFERENCES (List 3 not relatives or employers)

Name Address		Occupation

22. EMERGENCY MEDICAL INFORMATION

Name - Primary Physician/Emergency Care Physician	Phone

AUTHORIZATION TO RELEASE INFORMATION AND ENDORSEMENT OF APPLICATION

As an applicant for a position as a law enforcement officer in the State of South Dakota, I am required to furnish information for use in determining my moral, physical and mental qualifications. In this connection, I authorize release of any and all information that you may have concerning me, including information of a confidential or privileged nature, to include internal investigation files.

I hereby release you, your organization, or others from any liability or damage which may result from furnishing the information requested.

I understand that a background investigation will be conducted to verify the authenticity and completeness of the information furnished by me.

I certify that there are no misrepresentations, omissions, or falsifications in the foregoing statements and answers, and that the entries made by me above are true, complete, and correct to the best of my knowledge and belief and are made in good faith.

I further agree and consent in advance to being summarily discharged without cause or hearing if any of the above information contains any misrepresentations of falsification or if any material information has been omitted.

_____ Date

_____ Signature of Applicant

STATE OF SOUTH DAKOTA)
) SS.
COUNTY OF _____)

I, _____ , do solemnly swear that I will support the Constitution and the laws of the United States, the Constitution and the laws of the State of South Dakota, and that I will faithfully discharge the duties of the office of _____ .

_____
Signature

Subscribed and sworn to before me this _____ day of_____A.D., 20_____

(SEAL)

_____
Signature

_____
TITLE (Judge Of a Court of Record)

The above named applicant was employed by the _____ on_____
Name of Department Date and Year

I certify applicant was selected according to the South Dakota Law Enforcement Officers Standards program and to the best of my knowledge meets all of the requirements of this program.

/s/ _____
Mayor, Commissioner or Agency Administrator

_____
City of County

Must Provide Department Employment/Hire Date

_____

Document check list for submission to Law Enforcement Training:

- ☐ **Completed LES Form**
- ☐ **DD 214 containing separation/character of service information**
- ☐ **Medical Verification of Physical Ability form**
- ☐ **Agency Oath of Office**
- ☐ **Fingerprint cards**

South Dakota Law Enforcement Training Center
Pierre, South Dakota

MEDICAL VERIFICATION OF PHYSICAL ABILITY

This form is designed to assist the administration of the South Dakota Law Enforcement Training Center in determining whether a student is physically able to perform the duties of a law enforcement officer and complete the required activities in the Basic Training Program. This form is a required part of the student's certification to become a law enforcement officer and application to attend the Basic Academy. Unless this form is signed by the student's physician and submitted with the application, a student will not be allowed to participate in a Basic Training Program.

Student Information **Box 1**

Name: _____
First MI Last

Agency Name: _____

I hereby request and authorize my examining physician to release the information contained in this form. I further agree to release and hold harmless my examining physician from any and all liability that might arise from the disclosure of such information.

_____ _____
Student Signature Date

Examining Physician Information **Box 2**

Name: _____
First MI Last

Type of Medical Practice: _____

Area of Specialization: _____

Professional Credentials (Licenses, Certifications, Etc.): _____

_____

Contact Information:

Address: _____

Phone: _____

Examining Physician Certification **Box 3**

After examining the student listed in Box 1 of this form and reviewing the training requirements listed in Box 4 through Box 8 of this form, based on my education, training and experience, it is my opinion that the student has no medical or physical condition that would prevent the student from completing the physical requirements of the Basic Certification program and perform the duties of a law enforcement officer.

_____ _____
Signature Date

Physical Requirements of Physical Training and Assessments — Box 4

Basic Law Enforcement Certification includes 25 hours of physical fitness testing and activities. During their first days at the academy, students participate in a fitness assessment which includes sit-ups, push-ups, and a 1.5 mile run. Students who register a BP of 160/100, or higher, at this assessment **WILL NOT** be allowed to participate and will be referred to their physician for further testing. Thereafter, the students participate in fitness sessions which include running/ walking (2-5 miles maximum), calisthenics, including push ups, sit ups, leg lifts and other strength improving exercises, circuit training, aerobics, conditioning using jump ropes, resistance bands, and medicine balls, team sports, such as volleyball and basketball. At the conclusion of the academy, students again complete the fitness assessment to compare these results with their first week performance.

Revised 2-2012

Physical Requirements for Defensive Tactics Training — Box 5

Defensive Tactics Training is conducted throughout the academy, much of this training involves unarmed defense and close combat situations. Students will be involved in grappling, and deliver and receive strikes and kicks in dynamic scenarios, requiring a high level of physical exertion and body flexibility. Students will practice and demonstrate techniques involving pressure point application to sensitive areas of the body, dynamic forward, backward and lateral movements, and twisting and striking while swinging a baton. Handcuffing techniques will be performed, requiring flexibility and full range of movement of the wrist, arm and shoulder.

Revised 6-2011

Physical Requirements for Practical Exercises — Box 6

Students will be required to react to realistic scenarios involving simulated physical and weapon attacks in which they are expected to apprehend suspects, control resistance and restrain subjects. Officers will use training weapons, including firearms. During scenarios students may be required to run, crouch, crawl, kneel and fire handguns from various positions. Required movements will include entering and exiting a vehicle repeatedly, kneeling and standing for prolonged periods of time, and reaction to spontaneous threat situations with physical tactics and firearms skills that have already been taught. Scenarios will require sudden stops, starts and turns on hard surfaces. Scenarios may occur in all environments, such as inclement weather, hard surfaces, or stairwells.

Physical Requirements of Emergency Vehicle Operation Training — Box 7

Each student must successfully complete Emergency Vehicle Operation Training (EVOC), an intensive battery of repeated driving drills conducted over one continuous five-day period. This battery subjects the student to several physically demanding maneuvers. Students drive in reverse for considerable distances, and perform reverse driving exercises that require significant rapid turns of the upper body and hips. The course also requires repeated sudden braking, stopping, and turning and requires a student to make strenuous, visual safety checks. These checks require considerable twisting of the head, neck, and upper body.

Physical Requirements of Firearms Training — Box 8

Successful completion of firearms training is required for certification as a Law Enforcement Officer. Firearm training consists of intense live-fire exercises and dry-fire drills. Each student will shoot approximately 1200 rounds from a handgun and approximately 60 rounds from a shotgun during the course of the academy. As part of the training, each student must shoot a qualifying score with both firearms. Successful firearms training requires the requisite fine motor skills to safely manipulate and shoot loaded firearms with both dominant and non-dominant hands and fingers. Most shooting is done with the dominant hand. Students must successfully and safely manipulate trigger pulls of varying weight and physically support a loaded firearm from a variety of shooting stances and positions. Students are required to shoot from a standing, kneeling, and prone position and perform numerous repetitions transitioning from a standing to kneeling position while safely holding a loaded firearm. Training movements require students to move forward, backward and laterally, be able to see and identify hostile and non-hostile targets in various lighting conditions, and simulate high risk scenarios that include running, and tactical movements such as kneeling, crouching, and crawling. Students must have the ability to hear range commands while wearing hearing protection (ear plugs or ear muffs).

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