



New Jersey Police
Training Commission

**Law Enforcement
License Questionnaire**

Certification Pursuant to
N.J.S.A. 52:17B-71b

Initial / New Hire
Form

Directions: Please complete the questions below. Pursuant to N.J.S.A. 52:17B-71(c) and N.J.A.C. 13:1-11.1 the employing law enforcement unit is responsible for the collection, verification and maintenance of all documentation required for law enforcement licensure. Pursuant to N.J.S.A. 52:17B-71(b), N.J.A.C. 13:1-10.2, N.J.A.C. 13:1-10.3 the employing law enforcement unit must certify that it conducted a background investigation for all license applicants. Using the information obtained from the applicant's background investigation please complete the questions below. In the event the Applicant cannot certify they have completed one or more of the license requirements, the Applicant and the law enforcement unit shall disclose to the commission the reason on the lines provided below.

1) Applicant Name (Last, MI, First):

2) Date of Birth:

3) Is the Applicant a United
States Citizen?

- Yes ☐
- No ☐

*If the applicant is a naturalized U.S. citizen, please indicate that you have verified that with a valid passport **and** a certificate of naturalization or a certificate of citizenship (**two forms of verification**). A valid passport is one that is/was valid for 10 years.*

4) Is the Applicant a NJ
Resident?

- Yes ☐
- No ☐

5) PTC ID (if applicable):

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blank**



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6) Does the Applicant possess a New Jersey Driver's license?

- Yes ☐ • No ☐

If the Applicant does not have a valid NJ Driver's License, will they obtain one? If so, when?

- Yes ☐ • No ☐ • N/A ☐

Date obtaining NJ License:

*this box intentionally left blank

7) Is the Applicant's Driver's License Suspended?

- Yes ☐ • No ☐

8) Applicant's Driver's License Number and State:

9) Does the Applicant possess a High School Diploma or G.E.D.?

- Yes ☐ • No ☐

10) What is the highest level of education the Applicant has completed?

11) Is the Applicant currently serving in the military?

- Yes ☐ • No ☐

If "Yes", which branch?

12) If the Applicant served in the military was the Applicant dishonorably discharged?

- Yes ☐
• No ☐

Date of Discharge:

13) Employing Law Enforcement Unit:

14) Employing Law Enforcement Unit Address:

15) Applicant's Job Title/ Rank:



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16) Academy to be Attended by the Applicant and the Applicant's Anticipated Graduation Date:

17) Pursuant to N.J.A.C. 13:1-10.3 was background check conducted on the Applicant?

• Yes ☐

• No ☐

18) Was the Applicant ever charged with or convicted of a crime, disorderly persons offense, petty disorderly persons offense, or legal action in any jurisdiction?

• Yes ☐

• No ☐

If "Yes" please indicate what the charge(s) or conviction(s) were for, the dates of the conviction(s), and the jurisdiction the Applicant was charged or convicted in, below:

19) Is there proof that the applicant committed a crime involving moral turpitude, without regard to whether charges resulted in a conviction?

• Yes ☐

• No ☐

If "Yes", please explain in the box below:

20) Has the applicant been placed in or is the applicant participating in any pre-trial diversionary program in NJ or any other State?

• Yes ☐

• No ☐



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If "Yes" please explain in the box below:

21) Has the applicant ever refused to submit to a drug or alcohol test requested during or after a motor vehicle stop, where testing was required under law or agency policy?

- Yes ☐ • No ☐

If "Yes" please explain in the box below:

22) Has the applicant been convicted of two or more motor vehicle offenses for reckless driving pursuant to N.J.S.A. 39:4-96 or under the laws of another state, territory, country, or the United States?

- Yes ☐ • No ☐

If "Yes", please explain in the box below:

23) Has the applicant been convicted of an act of domestic violence pursuant to P.L. 1991, 261 (C.2C:25-17 et seq.), the laws of another state, territory, country, or the United States?

- Yes ☐ • No ☐



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If “Yes” please explain in the box below:

24) Has a temporary domestic violence restraining order, final domestic violence restraining order, temporary protective order, final protective order, temporary extreme risk protective order, final extreme risk protective order, been issued against the applicant pursuant to the Prevention of Domestic Violence Act (N.J.S.A. 2C:25-17 to N.J.S.A. 2C:25- 35), the Sexual Assault Survivor Protection Act of 2015 (N.J.S.A. 2C:14-13 to N.J.S.A. 2C:14-21), or the Extreme Risk Protective Order Act of 2018 (N.J.S.A. 2C:58-20 to N.J.S.A. 2C:58-32)?

- Yes ☐ • No ☐

If “Yes” please explain in the box below:

25) Is there proof or a sustained finding that the applicant engaged in conduct involving unlawful sexual contact, physical violence, or driving under the influence of drugs or alcohol?

- Yes ☐ • No ☐

If “Yes” please describe in the box below:



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26) Is there proof or a sustained finding that the applicant engaged in illegal possession, distribution, manufacture, or use of drugs;

• Yes ☐

• No ☐

If “Yes” please describe in the box below:

27) Is the Applicant an active or past member of a group or organization that advocates for, espouses or promotes the overthrow of a local, state, or federal government and/or has the Applicant knowingly engaged in any activity, conduct, or behavior relating to any such group or organization with the intent to support, endorse, or advocate for the goals of the group or organization?

• Yes ☐

• No ☐

If “Yes” please explain in the box below:

28) Is the applicant an active or past member of a group or organization that advocates for, espouses or promotes discrimination or violence against or hatred or bias toward individuals or groups based on race, creed, color, national origin, ancestry, sex, marital status, sexual orientation, gender identity of expression, or any other protected characteristic under the ‘Law Against Discrimination’ P.L. 1945, c. 169 (C.10:5-1 et seq.)? Likewise, has the Applicant knowingly engaged in any activity, conduct, or behavior relating to any such group or organization with the intent to support, endorse, or advocate for the goals of the group or organization?



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• Yes ☐

• No ☐

If “Yes” please explain in the box below:

29) In the box below, please provide a complete list of organizations or groups the applicant is or has knowingly affiliated with, knowingly participated with, or knowingly displayed public expressions of support for a hate group, security threat group, illegal criminal enterprise, or a group that advocates for, espouses, or promotes the overthrow of a local, state, or federal government:

30) In the box below, please provide a list of all social media accounts used or maintained by the Applicant and any aliases used by the Applicant:



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31) Has the Applicant provided the employing Law Enforcement Unit with access to the above listed social media accounts and has the Employing Law Enforcement Unit reviewed the above listed social media accounts?

- Yes ☐ • No ☐

32) Did the employing Law Enforcement Unit's search of the above listed social media accounts reveal any relevant content such as bias-relevant behaviors; behaviors indicative of misconduct or dishonesty, illegal acts or activity; or other behaviors or evidence indicative of unsuitability for law enforcement licensing?

- Yes ☐ • No ☐

In the box below, please list all websites searched and/or services searched, including webpage URLs, the date(s) these websites were reviewed and findings in the box below.



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33) Is there proof or sustained finding that the applicant knowingly engaged in any social media activity exhibiting discrimination or bias towards individuals with a protected characteristic under the Law Against Discrimination, N.J.S.A. 10:5-1 et. seq.?

- Yes ☐ • No ☐

If “Yes” please explain in the box below:

34) Is there proof or a sustained finding that the applicant has used any forum, including any social media account to exhibit a public expression of lawlessness or bias?

- Yes ☐ • No ☐

If “Yes” please explain in the box below:

35) Is there proof or sustained finding that the applicant engaged in any unprofessional, unethical, or deleterious conduct or practice harmful to the public, regardless of whether such conduct or practice resulted in actual injury to any person?

- Yes ☐ • No ☐

If “Yes” please explain in the box below:



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36) Is there proof or sustained finding that the applicant: (1) used excessive force in violation of the Attorney General's Use of Force Policy, or policy as established by the employing law enforcement; and/or (2) failed to take affirmative steps to intervene whenever another law enforcement officer uses, or is about to use, excessive force in violation of the Attorney General's Use of Force Policy, or policy as established by your law enforcement unit?

- Yes ☐ • No ☐

If "Yes" please explain in the box below:

37) Is there proof or a sustained finding that the applicant had or is having, an inappropriate relationship with a person who the law enforcement officer knows or should have known is a victim, witness, defendant, or informant in an ongoing investigation or adjudication or otherwise in law enforcement custody. An "inappropriate relationship" includes, but is not limited to, a sexual relationship.

- Yes ☐ • No ☐

If "Yes" please explain in the box below:

38) Is there proof or a sustained finding that the applicant engaged in sexual harassment or unwelcome or nonconsensual sexual contact in any prior LEO position or employment the applicant held?

- Yes ☐ • No ☐

If "Yes" please explain in the box below:



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39) Is there proof or a sustained finding that the Applicant misused or accessed, without authorization or in excess of authorization, any data, database, computer, computer storage medium, computer software, computer equipment, or computer system?

• Yes

☐

• No

☐

If “Yes” please explain in the box below:

40) Is there proof or a sustained finding that the Applicant knowingly filed a false report containing a materially false statement, knowingly submitted a materially false certification, and/or made a materially false statement or testimony in any criminal, administrative, employment, financial, or insurance matter in the Applicant’s personal or professional life?

• Yes

☐

• No

☐

If “Yes” please explain in the box below:



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41) Is there proof or a sustained finding that the Applicant mishandled, destroyed, or fabricated evidence?

• Yes ☐

• No ☐

If "Yes" please explain in the box below:

42) Is there proof or a sustained finding that the applicant has not satisfied all court-ordered payments for child support, family support maintenance, birth expenses, medical expenses, or other expenses relating to a support of a child or former spouse?

• Yes ☐

• No ☐

If "Yes" please explain in the box below:

43) Is there proof or a sustained finding that the Applicant failed to properly file their Federal, State, as well as any other applicable tax returns. Likewise, has the Applicant failed to pay any tax, deposit, or penalty?

• Yes ☐

• No ☐

If "Yes" please explain in the box below:



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44) Has the applicant displayed an incapacity to serve as a law enforcement officer by (1) being adjudged mentally incompetent by a court of competent jurisdiction; (2) becoming unable to perform as a law enforcement officer with reasonable skill and safety to citizens as a result of any illness or mental or physical condition; or (3) becoming unable to perform as a law enforcement officer with reasonable skill and safety to citizens by reason of use of alcohol, drugs, narcotics, chemicals, or any other type of material ?

- Yes ☐ • No ☐

If "Yes" please explain on the lines below:

45) Has the Applicant passed a medical examination that satisfies the requirements of N.J.A.C. 13:1-10.4?

- Yes ☐ • No ☐

46) Has the Applicant passed a psychological examination that satisfies the requirements of N.J.A.C. 13:1-10.6?

- Yes ☐ • No ☐

47) Pursuant to N.J.A.C. 13:1-10.7 has the Applicant passed the Commission approved pre-employment physical training assessment?

- Yes ☐ • No ☐

48) Has the Applicant passed a drug test consistent with the current applicable Attorney General's Law Enforcement Drug Testing Policy?

- Yes ☐ • No ☐



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49) Is there proof or a sustained finding that the Applicant intentionally made any materially false statement(s) or omission(s) in obtaining a license to be a law enforcement officer?

• Yes ☐

• No ☐

If "Yes" please explain in the box below:

CERTIFICATION OF LAW ENFORCEMENT UNIT REPRESENTATIVE

I, _____ the Chief Law Enforcement Officer or Chief Law Enforcement Officer's Designee of _____ certify that the Applicant is of good moral character and meets the requirements for employment as a law enforcement officer in the State of New Jersey, specifically, the initial requirements for Law Enforcement License set forth in N.J.S.A. 52:17B-71d and N.J.A.C. 13:1-1 to 13:1-20.1. I further certify that the foregoing statements made by me are truthful and accurate. I understand that if any of the foregoing statements are knowingly false, I shall be subject to punishment.

(Signature)

(Date)

Reviewed and Approved by Police Training Commission Administrator or their designee:

(Signature)

(Date)

THIS DOCUMENT SHALL BE RELEASED TO AUTHORIZED PERSONNEL ONLY.

This document is provided electronically for informational purposes only. Signed copies are maintained in the Police Training Commission's Office. As a confidential N.J Police Training Commission document. In the event a copy of this document is required, please contact the Police Training Commission.