



Police Training Commission

Licensing Background Check – Minimum Requirements



		Renewal	Initial
1.	18 or older	✓	✓
2.	Fingerprinted to PTC standards		✓
3.	US Citizen or verified Naturalization records	✓	✓
4.	Valid NJ Driver's License	✓	✓
5.	HS Diploma or GED Transcripts	✓	✓
6.	Military SF-180 Form SF-180 Request	✓	✓
7.	No dishonorable discharge	✓	✓
8.	*SSA-7050 Form SSA-7050 (choose Itemized Statement of Earnings, request all years of employment). *Recommended for verification of employment history, not required.		*✓
9.	Negative Tox Screen (drug test)		✓
10.	Passed Psychological Eval		✓
11.	Passed New Psychological Eval (if over 1 year old)		✓
12.	Passed a Medical Examination		✓
13.	Social Media Check (Agency reviews Past 3 years of all accounts used/maintained/created without logging into that account)	✓	
14.	Social Media Check (Candidate logs in at the agency for review)		✓
15.	National Decertification Index (NDI)	✓	✓
16.	E-Courts, Automated Traffic System (ATS)	✓	✓
17.	E-Courts, Automated Criminal System (ACS)	✓	✓



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		Renewal	Initial
18.	National Crime Information Center (NCIC)	✓	✓
19.	Promis Gavel	✓	✓
20.	Domestic Violence Registry (TRO/FRO in existence)	✓	✓
21.	Prisoner Rape Elimination Act (PREA) Check	✓	✓
22.	Megan's Law Check	✓	✓
23.	Drug Registry Check (maintained by NJ State Police)		✓
24.	Check of PTC records	✓	✓
25.	All previous employer check		✓
26.	Certify applicant is of good moral character and meets licensing requirements		✓
27.	Certify officer hasn't engaged in any conduct or been the subject of any action which would provide grounds to refuse to renew the Leo's license	✓	

There is no timeframe for reporting adverse information found in an initial or renewal background check. All information found must be included in all applications. Future renewal searches of IA files would be for the last 3-year license period.