



FAIRBANKS POLICE DEPARTMENT

911 Cushman Street
Fairbanks, AK 99701-4616



PHASE ONE and TWO TESTING PROCESS

1. **Submit** City of Fairbanks employment application. (No resumes or additional paperwork)
2. **Eligibility Requirements** (Must be completed, returned, and processed **prior to** being eligible to receive the Test Packet)
 - a. Verification of Eligibility
 - i. APSC/FPD Standards Questionnaire
 - b. Test Packet (after completion of Verification of Eligibility)
 - i. Waiver of Liability Form
 - ii. Copy of Typing Test (35 wpm net/5 or less errors, can be taken at www.typingtest.com – the one minute test)
 - iii. Link to sign up for testing
3. **PHASE ONE**
 - a. **Physical Fitness**
 - i. The physical fitness test will consist of three individual tests. Applicants must obtain a passing score within the limits listed below to pass and move on to the next level of the Physical Fitness test.
 1. Level 1: Pushups-25 pushups, no time limit
 2. Level 2: 300 Meter Run—71 seconds
 3. Level 3: 1.5 Mile Run—15 minutes, 54 seconds
 - b. **Integrity and Written Test** <http://www.publicsafetyrecruitment.com>
 1. Integrity Test
 - a. There is no study guide or practice test.
 - b. Applicants must obtain a passing score to proceed to the written test.
 2. Written Test (National Criminal Justice Officer Inventory)
 - a. Information regarding a study guide and practice test attached. Any costs related to this are at the expense of the applicant.
 - b. Applicant must obtain a passing score to move on to Phase Two.
4. **PHASE TWO**
 - a. **Oral Board**
 - i. Those selected applicants successfully completing Phase One will be notified of their interview time normally scheduled within the next few days after Phase One.

If you have any questions regarding the process, please contact Yumi McCulloch at ymcculloch@fairbanks.us (preferred) or (907) 450-6510



**FAIRBANKS POLICE DEPARTMENT
HIRING PROCESS
MODIFIED ENTRY**

INTRODUCTION:

The information below is being provided to each Fairbanks Police Department Police Officer – Modified Entry applicant in an effort to assist you in understanding each phase of the hiring process for Modified Entry.

MODIFIED ENTRY-ACADEMY ONLY *Starting salary begins at Recruit Police Officer II (\$27.37)*

REQUIREMENTS:

1. Completed a Law Enforcement Academy as approved by the Alaska Police Standards Council (APSC).
2. Meet all other requirements for the position of Recruit Fairbanks Police Officer as detailed in the City Recruitment Bulletin.

MODIFIED ENTRY-LATERAL OFFICER *Maximum starting salary is as a Police Officer III (\$33.52)*

REQUIREMENTS:

1. Meet all requirements for Modified Entry-Academy Only
2. Possess a current Alaska Police Standards Council (APSC) certification as a Police Officer or equivalent certification from another state.
3. Currently employed full-time by a local or state law enforcement agency as a Police Officer or in a similar law enforcement position. The Police Chief will make the final determination as to the qualifications of those applicants who are in a similar law enforcement position.
3. Have three years of law enforcement experience as a Police Officer or in a similar law enforcement position.

APPLICATION PROCESS:

Submit the following to be considered for Modified Entry:

1. Current City of Fairbanks employment application.
2. Cover letter which states that you are an applicant for the modified entry program and briefly explain how you meet the requirements for this position.
3. Email APSC waiver granted under their reciprocity process.
 - a. Send the following information to Alaska Police Standards Council (APSC) robert.heide@alaska.gov:
 - i. Syllabus from the police academy you attended
 - ii. Syllabus must include the name of each training and the number of hours
 - iii. Minimum total number of hours is 650.
 - iv. Certificate of Completion
 - v. Any additional training that might add to your training if your academy did not meet the 650 hour requirement.
 - vi. See attached regulation for further information (http://dps.alaska.gov/APSC/docs/WAIVER-RECIPROCIITY_REGS.pdf)



FAIRBANKS POLICE DEPARTMENT HIRING PROCESS MODIFIED ENTRY

Upon receipt of APSC's verification, you will be sent the background packet to be completed for initial screening.

1. Verification of Eligibility
2. APSC Form F-3 (form must be notarized)
3. Background Questionnaire
4. Signature on the Conditional Offer of Employment.

Upon completing the initial background screening, you will be contacted to schedule the accelerated testing process. Applicants must successfully complete all components of each phase to remain under consideration.

PHASE ONE: Physical Fitness Test
Integrity Inventory
Entry Level Police Officer Exam

PHASE TWO: Oral Board

PHASE THREE: Comprehensive Background Interview/Investigation

PHASE FOUR: Polygraph

PHASE FIVE: Psychological Test

PHASE SIX: Psychological Assessment

After results of the accelerated hiring process are completed the applicant will be notified if they will continue on to the final steps of:

PHASE SEVEN: Drug/Alcohol screen
Physical examination (paid by applicant)

GENERAL INFORMATION

Applicants who successfully complete all of the phases may receive a final offer for probationary employment and be hired immediately or placed in a pool of qualified applicants for future hire.



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PHASE ONE and TWO TESTING PROCESS

1. PHASE ONE

a. Physical Fitness

- i. The physical fitness test will consist of three individual tests. Applicants must obtain a passing score within the limits listed below to pass and move on to the next level of the Physical Fitness test.

1. Level 1: Pushups-25 pushups, no time limit
2. Level 2: 300 Meter Run—71 seconds
3. Level 3: 1.5 Mile Run—15 minutes, 54 seconds

b. Integrity Inventory and Written Test <http://www.publicsafetyrecruitment.com>

1. Integrity Inventory
 - a. There is no study guide or practice test.
 - b. Applicants must obtain a passing score to proceed to the written test.
2. Written Test (National Criminal Justice Officer Inventory)
 - a. Information regarding a study guide and practice test attached. Any costs related to this are at the expense of the applicant.
 - b. Applicant must obtain a passing score to move on to Phase Two.

2. PHASE TWO

a. Oral Board

- i. Those selected applicants successfully completing Phase One will be notified of their interview time normally scheduled within the next few days after Phase One.

b. Preliminary Interview with Background Investigator

If you have any questions regarding the process, please contact Yumi McCulloch at ymcculloch@fairbanks.us (preferred) or (907) 450-6510



APSC WAIVER AND RECIPROCITY REGULATIONS

The Alaska Police Standards Council (APSC) is the certifying agency for police officers in Alaska. The waiver and reciprocity regulations for APSC are under Alaska's Administrative Code:

13 AAC 85.060. WAIVER AND RECIPROCITY

(a) The council may waive part or all of the basic police officer academy requirements if an applicant furnishes satisfactory evidence that the applicant has successfully completed

(1) an equivalent basic police officer academy;

(2) a 12-consecutive-month probationary period with the police department the applicant is employed within this state at the time of the waiver request;

(3) a council-certified, department-supervised field training program; and

(4) a council-certified recertification police training academy that consists of a minimum of 80 hours of classroom and practical training and that includes the following topics of instruction:

(A) criminal laws in this state;

(B) control tactics;

(C) domestic violence;

(D) ethics;

(E) firearms;

(F) use of force;

(G) juvenile law and procedures in this state;

(H) laws of arrest in this state;

(I) traffic law in this state;

(J) laws in this state regarding detection of driving under the influence and enforcement; and

(K) recognizing and working with disabled persons.

(b) The council may enter into reciprocity agreements with states that regulate or supervise the quality of police training and that require a minimum of 400 hours of

classroom and practical training for police officers. The council will not enter into a reciprocity agreement under this subsection after December 31, 2016.

(c) Notwithstanding (a) of this section, the council will not grant a waiver if the applicant was previously issued a certificate that lapsed more than five years before the waiver was sought.

(d) On or after January 1, 2017, the council may enter into reciprocity agreements with states that regulate or supervise the quality of police training and that require a minimum of 650 hours of classroom and practical training for police officers.

Applicants interest in the reciprocity process must understand that APSC retains discretionary power under (a) above. Also, although APSC may accept an applicant's past training towards certification in Alaska, law enforcement agencies in Alaska may still require attendance at a full state-certified police academy. APSC only sets minimum standards for police officer certification; agencies are free to exceed the APSC minimum standards to meet the needs of their agency. Consequently, applicants should check with the specific agency they are interest in working for to determine what their specific policies are with regard to waiver and reciprocity certification.

The waiver and reciprocity academy, also known as the recertification academy, is normally held once a year in February in Sitka, Alaska. Attendance must be approved by APSC. APSC grants admission into the waiver academy by way of a sponsoring agency. Consequently, admission to this academy should be accomplished through the hiring agency. Final approval for attendance must be obtained from the Director of APSC.

If you still have questions about Alaska's waiver and reciprocity process, you can call APSC at (907)465-4378.

Thank you for your interest in serving as one of Alaska's police officers. We wish you the best of luck.