



# **HIGHLANDS RANCH PUBLIC SAFETY TRAINING INSTITUTE**

**AGENCY SPONSORED**

**ACADEMY  
APPLICATION PACKET**



## Highlands Ranch Public Safety Training Institute Application Packet

### **Classification**

Read carefully all categories of applicant before indicating your status.

#### ***I am applying as:***

- SPONSORED (Law Enforcement Agency Employee)\***—I am currently employed and sponsored by the following Law Enforcement Agency:

\_\_\_\_\_  
*Name of Sponsoring Agency*

\_\_\_\_\_  
*Signature of head of Sponsoring Agency*

As noted, my full tuition will be paid by the above listed agency as my sponsor.

- RECOMMENDED (Sponsored Cadet)\***—I have been given a “contingent job offer” both formal or non-formal, contingent upon successful completion of the HRPSTI Academy and passing the P.O.S.T. Examination, by the following Law Enforcement Agency:

\_\_\_\_\_  
*Name of Recommending Agency*

\_\_\_\_\_  
*Signature of head of Recommending Agency*

\*\*\*“Law Enforcement Agency Employees” tuition will be paid by their employer. “”

\*\*\*“Sponsored Cadets” may have their tuition paid by the agency that gave them the contingent job offer, or they may be required to pay their own tuition, depending upon their agreement with the law enforcement agency. In any event, FULL PAYMENT OF TUITION is required prior to the beginning of the first class on the start date of the program.



## Highlands Ranch Public Safety Training Institute Application Packet

Certification for Agency Employee or Sponsored Cadet Applicant to the HRPSTI Training Academy.

As the Sheriff, Chief of Police, or the person designated by the Sheriff or Chief of Police of:

\_\_\_\_\_, I verify that the following:  
(Name of Agency)

\_\_\_\_\_  
Full name of agency employee or sponsored cadet)

**Is currently employed by my agency**

**Is Sponsored by an agency with a Contingent or potential job offer Upon completion of the Academy.**

I recommend for admission this applicant to HRPSTI Academy. I reserve the right to rescind that sponsorship or recommendation for good cause. I recognize that my agency will be solely responsible for paying the applicants tuition for agency employees.

I also recognize that I may require a cadet sponsored by my agency to pay their own tuition, or my agency may pay that cadet's tuition depending upon any agreement I make with my sponsored cadet. Tuition is due IN FULL prior to the beginning of the first class on the start date of the program.

I understand that cadets of HRPSTI Academy are required to meet academic, skill and behavioral standards, and are subject to disciplinary actions that may include dismissal from the Academy program for serious and/or repeat violations of Academy Rules, Regulations or Standards.

\_\_\_\_\_  
(Signature of Head of Law Enforcement Agency)

\_\_\_\_\_  
Date

\_\_\_\_\_  
(Print Title and Name)



## Highlands Ranch Public Safety Training Institute Application Packet

Certification for **SPONSORED CADET** applicant.

As the head of the following law enforcement agency:

\_\_\_\_\_  
(Name of Agency)

- I verify that my agency has given a contingent job offer, or intends to employ \_\_\_\_\_  
(Name of sponsored cadet)  
in a law enforcement position after successful completion of the HRSPTI Academy Program and the P.O.S.T. Examination.
- I further verify that \_\_\_\_\_ has  
(Name of Sponsored cadet)  
undergone a background check, medical examination & psychological examination and nothing is known by my agency that would preclude the admission of this cadet to the HRPSTI Academy, or from certification as a Colorado Police Officer by P.O.S.T.
- I understand that cadets at the HRPSTI Academy are required to meet academic, skill and behavioral standards, and are subject to disciplinary actions that may include dismissal from the academy program for serious and/or repeat violations of the Academy Rules, Regulations or Standards.

\_\_\_\_\_  
(Designee)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Title and Name



## Highlands Ranch Public Safety Training Institute Application Packet

### **Check-List for Agency Employee or Sponsored Cadet**

- Review and check-off each item noted below to ensure that you have provided the required document or information as part of your application packet.
- Copy of High School Diploma (or G.E.D.) or College Diploma.
- Liability Waiver (signed and dated)
- Certificate of Application Lack of Criminal History, and Release of Information (signed, dated, and NOTARIZED )
- A copy of the Physician's Certification of Physical Examination able to do PT and other physical activity in Arrest Control or other skills training, or **Agency's** verification that this has been done.
- Drug Screening, or the **Agency's** verification that this process has been completed.
- P.O.S.T. fingerprint card completed and mailed WITH FEE to CBI or if done at Agency, verification.
- Copy of current CPR AND FIRST AID CARDS / or class will be held during academy.
- If the applicant has **not** lived in Colorado for all of the last 3 years, certify that the applicant's driving record from each state where he/she resided has been checked.
- Copy of the applicant's current driver's license and DMV driving record or verification by agency.
- If applying for veteran financial aid, a copy of your DD-214 or a Certificate of Eligibility.



## Highlands Ranch Public Safety Training Institute Application Packet

**APPLICATION INFORMATION:**  
**PLEASE PRINT CLEARLY:**

NAME: \_\_\_\_\_  
(last, first, middle)

ADDRESS: \_\_\_\_\_  
(street address / Apt. #)  
\_\_\_\_\_  
(city / state / zip code)

HOME PHONE: \_\_\_\_\_

CELL PHONE: \_\_\_\_\_

WORK PHONE: \_\_\_\_\_ (if applicable)

SS# \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_

ARE YOU A CITIZEN OF THE UNITED STATES: YES \_\_\_\_\_  
NO \_\_\_\_\_

DO YOU HAVE ANY PREVIOUS LAW ENFORCEMENT TRAINING?  
YES \_\_\_\_\_  
NO \_\_\_\_\_

If **YES**, with what Agency:

\_\_\_\_\_  
\_\_\_\_\_



## Highlands Ranch Public Safety Training Institute Application Packet

### Common Questions

#### 1-A: WHAT CAN I EXPECT THE FIRST DAY OF CLASS?

The day begins with an extensive Orientation that covers topics such as examinations, tuition payments and election of class leaders. One or more courses will also be presented.

Attire for the two weeks of class is a black polo or fully buttoned shirt and 511 kaki pants, a black belt and black boots or shoes (no sneakers or tennis shoes).

#### 2-A: WHAT PHYSICAL ACTIVITIES CAN I EXPECT?

Most classes will be conducted in the classroom, and won't require much physical activity. For Arrest Control, each student will be expected to run distances of 1 1/2 - 2 miles and do push-ups, sit-ups and other rigorous physical activities. Each student **MUST** be able to perform such activities. Courses such as Crowd Control also include some physical activity.

#### 3-A: WHAT IS PROVIDED AS PART OF MY TUITION?

Two HRPSTI shirts, an Arrest Control Techniques shirt, all textbooks, and the fee for taking the P.O.S.T. exam.

#### 4-A: HOW CAN I CONTACT THE INSTITUTE?

The local phone number is (303) 683-6540. You can also e-mail the administrative assistant at [info@hrpsti.com](mailto:info@hrpsti.com). You are welcome to visit us at 9008A North Highway 85 (Santa Fe), Littleton, Colorado 80125 (Between mile markers 194 and 195).

#### 5-A: HOW IS TUITION TO BE PAID?

If you are not sponsored by an agency, the tuition is **due in full at the start of class.**

# Highlands Ranch Public Safety Training Institute

## **Liability Waiver**

### **The undersigned certifies and agrees to the following terms and conditions:**

1. I understand the application of Arrest Control Tactics, as a physical activity undertaken in participation with other persons, poses a risk of physical injury, illness or other harm, and I expressly assume all risk and responsibility for all such injury, illness and harm.
2. Having this knowledge, I agree that I am mentally and physically capable of completing the rigors of 62 hours of Arrest Control Tactic Training (ACT), which will include at a minimum:
  - Push ups (daily while in ACT training)
  - Sit ups (daily while in ACT training)
  - Running in formation for 1 ½ to 2 miles (daily while in ACT training)
  - Strength training drills to include personal weapon strikes, e.g. front punches, kicks, etc. to the body
  - Handcuffing drills, e.g. stress-inducing drills
  - Baton drills
  - Control hold/take down techniques, e.g. joint manipulation & stress-inducing drills
  - Pressure point application, e.g. application to nerve endings throughout the body
3. I agree to read and abide by all policies, procedures, instructions and training methods provided or otherwise made available by the Highlands Ranch Public Safety Training Institute, its instructors and staff, including orientation procedures for new students, Highlands Ranch Public Safety Training Institute medical treatment policies and procedures, and all other related Highlands Ranch Public Safety Training Institute policies and procedures, written and oral.
4. I agree that the health, welfare and safety of all students, instructors, and staff of Highlands Ranch Public Training Institute are of paramount importance. I certify I do not have a communicable or contagious disease or other health condition that poses or could pose a medically recognized, unreasonable or dangerous risk of harm to other students, instructors or staff at the Highlands Ranch Public Safety Training Institute.
5. I understand that I am responsible for all personal property I choose to bring to Highlands Ranch Public Safety Training Institute, and I expressly assume all risk of loss of or damage to such personal property.
6. I also understand that many other aspects of the training at Highlands Ranch Public Safety Training Institute, such as Law Enforcement Driving and Law Enforcement Firearms Training, will involve me in situations that could result in harm or injury to me. I further understand that my participation in all of the courses that make up the Basic Law Enforcement Program is required in order for me to take the P.O.S.T examination for certification as a Colorado Peace Officer. Accordingly, on behalf of myself, my heirs, assigns, agents, personal representatives, dependents and all others who may act on my behalf, I forever hold harmless and unconditionally release Highlands Ranch Public Safety Training Institute, its instructors and its staff from any and all liability, claims, demands, actions and courses of action whatsoever arising from any and all damage, loss, injury or other harm to myself or my property while participating in Arrest Control Tactics or any other aspect of my training and education while participating in the Basic Law Enforcement Program at Highlands Ranch Public Safety Training Institute, whether such loss, damage, injury or harm is caused by my own conduct or that of another person.
7. The terms of this Liability Waiver may be modified only with the written consent of Highlands Ranch Public Safety Training Institute and are governed by and subject to the laws of the state of Colorado.
8. I certify that I read and understand the English language, and that I have thoroughly read and now understand all the terms and conditions of this Liability Waiver. I further agree that if any section, condition or term of this Liability Waiver is adjudicated to be unenforceable under applicable law, the remaining sections, conditions and terms shall not be affected and shall remain enforceable and binding upon me.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

# Highlands Ranch Public Safety Training Institute

## *Certification of Application and Lack of Criminal History, and Release of Information*

I, \_\_\_\_\_, I certify that all aspects of this application and all attachments are true and complete to the best of my knowledge and belief, and I certify that all of the information provided in my application is accurate and complete.

I certify that I have never been a) convicted of a felony crime/offense in any state or federal court, b) convicted of any of the Colorado misdemeanors listed below, or c) convicted of a crime/offense comparable or similar to any of the Colorado misdemeanors listed below in any federal or other state's court. I further certify that no felony, or listed or comparable or similar misdemeanor is pending against me.

Form 2-B 1

Revised 6/30/2006

18-3-204 Assault in the third degree

18-3-402 Sex assault

18-3-404 Unlawful sexual contact

18-3-405.5 Sexual assault on a client by a psychotherapist

18-3-412.5 Sex offenders—duty to register—penalties

18-6-403 Sexual exploitation of children

18-7-201 Prostitution prohibited

18-7-202 Soliciting for prostitution

18-7-203 Pandering

18-7-204 Keeping a place of prostitution

18-7-208 Promoting sexual immorality

18-7-302 Indecent exposure

18-7-601 Dispensing violent films to minors

18-8-102 Obstructing government operations

18-8-103 Resisting arrest

18-8-104 Obstructing a peace officer, firefighter, emergency medical services provider, rescue specialist, or volunteer

18-8-108 Compounding

18-8-109 Concealing death

18-8-111 False reporting to authorities

18-8-112 Impersonating a peace officer

18-8-113 Impersonating a public servant

18-8-114 Abuse of public records

18-8-201 Aiding escape

18-8-204.2 Possession of contraband in the second degree

18-8-208 Escapes

18-8-208.1 Attempt to escape

18-8-212 Violation of bail bond conditions

18-8-304 Soliciting unlawful compensations

18-8-305 Trading in public office

18-8-308 Failing to disclose a conflict of interest

18-8-403 Official oppression

18-8-404 First degree official misconduct

18-8-503 Perjury in the second degree

18-8-611 Simulating legal process

18-8-612 Failure to obey a juror summons

18-8-613 Willful misrepresentation of material fact on juror questionnaire

18-8-614 Willful harassment of juror by employer

18-8-802 Duty to report use of force by peace officers

18-9-111 Harassment

18-9-121 Ethnic intimidation

18-18-404 Unlawful use of controlled substances

18-18-405 Unlawful distribution, manufacturing, dispensing, sale, or possession of a controlled substance

18-18-406 Offenses relating to marijuana and marijuana concentrate

18-18-411 Keeping, maintaining, controlling, renting, or making available property for unlawful distribution or manufacture of controlled substances.

# Highlands Ranch Public Safety Training Institute

## ***Certification of Application and Lack of Criminal History, and Release of Information***

*(Continued)*

**I understand that any misstatement of fact or willful withholding of information during the application process will disqualify me, or if selected to attend, will be cause for immediate dismissal from the Highlands Ranch Public Safety Training Institute's Basic Law Enforcement Program. Should I be so disqualified or dismissed, I understand that I will remain liable for all charges incurred as part of the application process, and that I will not be eligible for any refund for money I paid for such things as a background investigation and a fingerprint check.**

I authorize Highlands Ranch Public Safety Training Institute and its staff, employees and agents to release any and all information concerning my application to, participation in or graduation from the Basic Law Enforcement Program to any agency or its representatives or agents requesting such information as part of my application for employment by that agency.

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Signature of Applicant

Date

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

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Notary Public -- My commission expires:

SEAL....