**Greene County Peace Officer Basic Training Pre-Academy Checklist**

**To receive consideration, please do the following:**

* Review the GCCC Welcome Packet.
  + Complete the following forms-Authorization to Release Info, Media Release, Domestic Violence Information, and Child Support Enforcement Agency form
* Complete the GCCC Application 24-25 School Year
* Pay $50 *non-refundable* registration fee. Cash/check/money order/Visa/Mastercard. Payable to “Greene County Career Center”
* Submit a copy of your High School Diploma or transcripts. College transcripts are acceptable if necessary
* Submit a copy of your driver’s license
* Submit uniform order form
* Complete FAFSA if applying for financial aid
* Read the Greene County POBT Academy Disqualifiers sheet. Date, print and sign your name on the bottom of this form acknowledging receipt and understanding of this list.

\*Please submit the above listed items ASAP to the Peace Officer Basic Training Academy\*

**Complete the following items:**

* Review the *Peace Officer Basic Training Student Handbook*
* Complete the *Student Handbook Acknowledgment and Verification* form and have someone witness your signature
* Complete the *Student Enrollment/Certification Record (SF115umv)-*Only complete the student information, race and education portions.

\*\*\**Information on this form* ***MUST*** *be typed; handwritten copies will not be accepted\*\*\**

**Review the Health Data, 5 Panel Drug Screen and Web Check Instructions:**

* Complete the *Student Health Data form (SF114bas).* This must be on file prior to taking the physical fitness assessment. Present form to doctor and bring completed from to the academy. This can be done at the doctor’s office of your choosing or at WellNow Urgent Care near you. **(**[**www.wellnow.com**](http://www.wellnow.com)**)**
  + **Cincinnati, Columbus, Hillard, Englewood, Hubert Heights, Milford, Piqua, Sidney, Springdale, Springfield, Troy**
* Get your 5 Panel Drug Screen taken. This can be taken at the doctor’s office of your choosing or at a WellNow Urgent Care near you. If you go to WellNow, utilize the *WellNow Services Authorization form* provided and we can get the 5 Panel Drug Screen results back electronically. If you utilize anyone besides WellNow you will need to bring a copy of the results to the academy.
* Complete the *Authorization for Use of Disclosure of Drug Screen Information (SF147bas)*
* Complete the *Request for National Web Check form (SF102bas)*
* Complete the *FERPA form (SF104unv)*
* Complete the *Student Disclosures and statement of Understanding form (SF101unv).* You will need to sign this and have someone witness your signature.

**Physical Fitness Preparation/Testing/Orientation:**

* Attend a free Pre-Academy Physical Training Orientation. This is not mandatory but it will provide emphasize the importance of physical conditioning and nutrition prior to entering the academy and while in attending the academy.
* Attend and Pass the Pre-Academy Physical Fitness Assessment-See the attached flyer on *How to Become a Peace Officer in Ohio.* These are the *minimum standards* to enter and graduate from the academy.
* Attend cadet orientation. This is mandatory and is (usually held a week before the academy training begins.

Make sure your’ handwriting on the below listed forms are ***legible*** if not they will be returned:

***GCCC Welcome Packet GCCC Application 24-25 School Year***

***POBT Academy Disqualifiers POBT Student Handbook Acknowledgment and Verification***

***FERPA form (SF104unv) WellNow Services Authorization form***

***GCCC uniform order from***

The below listed forms are to be ***TYPED ONLY.*** If any are hand written they will be returned:

**Student Enrollment/Certification Record (SF115umv)**

**Student Health Data form (SF114bas).**

**Authorization for Use of Disclosure of Drug Screen Information (SF147bas)**

**Request for National Web Check form (SF102bas)**

**Student Disclosures and statement of Understanding form (SF101unv).**

Do not complete the typed forms on a cell phone or tablet. These devices either change or delete the formatting of these forms. They need to be typed on a laptop or desktop computer.