



LOUISVILLE METRO POLICE DEPARTMENT

Recruitment & Selection Unit

APPLICANT DOCUMENT/FORM CHECKLIST

Welcome to the Louisville Metro Police Department's Selection Process. On the LMPD Recruitment website, you will find numerous forms. Each form is to be completed (typed) and printed out by you and brought to your scheduled Physical Agility Testing at the Louisville Metro Police Training Academy. Please follow the below instructions in completing these documents. **DO NOT DEVIATE FROM THESE INSTRUCTIONS.**

- T-1/T-1a Medical Forms – Complete the entire form where the appropriate blocks are available. You will by hand check the appropriate boxes listed under the “yes/no” section. If you checked “YES” to medical blocks 1-11, you **must** have your doctor sign off on the forms. Bring **ONE (1)** copy of each form to the Physical Agility Testing.
- Physical Fitness Test Session Report – Complete the top section of the form asking your personal information where the appropriate blocks are available. **Only complete the shaded sections that allow you to type in information. All other sections should remain blank.** Bring **ONE (1)** copy of the form to the Physical Agility Testing.
- Authorization to Release Information – Complete the entire form where the appropriate blocks are available. **Do not sign or date this form.** This will be completed upon arrival at the testing. Bring **ONE (1)** copy of the form to the Physical Agility Testing.
- Informed Consent Form – Complete the entire form where the appropriate blocks are available. **Do not sign or date this form.** This will be completed upon arrival at the testing. Bring **ONE (1)** copy of the form to the Physical Agility Testing.
- Background Investigation Booklet – Fill out the entire booklet and bring **ONE (1)** copy of this booklet to the Physical Agility Testing.
- Pre-Polygraph Booklet – Fill out the entire booklet and print out **THREE (3)** copies of this booklet and bring all **THREE (3)** copies to the Physical Agility testing.
- A color copy of your driver's license
- Your actual driver's license
- A Color photograph (8x10) of each tattoo you have on your person (if applicable)

SOME OF THESE DOCUMENTS CAN NOT BE SAVED! THEREFORE ONCE YOU START COMPLETING THEM MAKE SURE YOU ARE WORKING ON A COMPUTER THAT HAS A PRINTER AND THAT YOU CAN FINISH COMPLETING THE FORMS ONCE YOU START!

Please do not staple these forms. Please bring them paper clipped together.

DO NOT COME TO THE TESTING WITHOUT THESE FORMS. IF YOU DO NOT HAVE THESE FORMS YOU WILL BE TURNED AWAY!

If you are successful enough to continue to the background investigation portion of the process, we will need you to obtain and have ready the following documents:

1. Official Transcripts from all colleges attended, if applicable.
2. Driving History from the state in which you reside.
3. Copy of your passport, if applicable.
4. Copy of your DD-214, if applicable.
5. Credit report WITH A FICO SCORE (please provide the ENTIRE credit report).
6. Copy of your criminal history report if you reside outside of Jefferson County/Louisville Metro.
7. Copy of police reports of ANY traffic accidents you have been involved in if you were listed at fault.
8. Copy of any police academy records/transcripts, if applicable.
9. Copy of all military records, if applicable.
10. Copy of all certificates/awards/honors.
11. Provide a list of all organizations in which you are a member of.
12. Copy of all vehicles registrations in which you personally own.
13. Copy of the insurance card of all vehicles in which you personally own.

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If you do not do have Adobe Reader you can download at the below website:

http://adobe.9-pdf-pro.com/index.asp?aff=100&camp=gg_AA_us&se=google

If you have any problems with completing these forms, contact Mrs. Christine Dotson at Christine.Dotson@Louisvilleky.gov or by telephone at 502-574-7431.