

# **Austin Police Department**

## **College Internship Application Packet**

**-For APD Use Only-**

Interview Code \_\_\_\_\_

Interview Date \_\_\_\_\_

# **Internship Program**

**\*\*\*Read Instructions Before Completing Packet\*\*\***

It is important that you answer all questions completely and honestly. This is NOT a test, but rather a questionnaire covering the minimum qualifications for the Austin Police Department College Internship Program.

**Any false statement or omission of information regarding any subject in this questionnaire may result in the rejection of your application.**

- The Internship Packet must be completed by the applicant in black ink.
- Please write clearly. If you need to use extra space to explain a situation, then attach a piece of paper to the back of the application. The explanation must have the question number that it pertains to. You must sign and date at the bottom of each attached page.
- **Complete application in its entirety, applications with unanswered questions will not be accepted.** If you need clarification on any of the questions, feel free to contact the College Internship Program Coordinator at (512)974-6614.
- **You must include the following documents with your application:** copy of your driver license, copy of your social security card, copy of your birth certificate, and official college transcripts in a sealed envelope.
- The College Internship Packet may be mailed or returned in person to the APD Recruiting Office.
- Our offices are located at 8301 Cameron Rd, Austin, TX 78754. Normal hours of operation are Monday through Friday, 7:00am to 5:00 pm (excluding city holidays). If you are mailing your packet, address it to:

**Austin Police Department**

**ATTN: College Internship Program Coordinator**

**Recruiting Section**

**P.O. Box 689001**

**Austin, TX 78768-9001**

**Internship Program**

# *College Internship Applicant Information*

Applicant: \_\_\_\_\_  
(Last Name) (First Name) (Full Middle Name)

Other Names: \_\_\_\_\_  
(Aliases, Maiden Names, Nicknames, Etc.)

Birth Date: \_\_\_/\_\_\_/\_\_\_ Age: \_\_\_ Race: \_\_\_ Sex: \_\_\_

Social Security #: \_\_\_\_\_

Driver's License #: \_\_\_\_\_ DL State: \_\_\_

Physical Address: \_\_\_\_\_  
CAPITAL OF TEXAS

City, State, Zip Code: \_\_\_\_\_

P.O. Box (if applicable): \_\_\_\_\_

Home Phone #: (\_\_\_\_) \_\_\_\_\_ Work Phone #: (\_\_\_\_) \_\_\_\_\_

Pager/Cell #: (\_\_\_\_) \_\_\_\_\_ Email Address: \_\_\_\_\_

College/University currently attending: \_\_\_\_\_

Major Field of Study: \_\_\_\_\_ Years in School: \_\_\_\_\_

Name of College/University Internship Coordinator: \_\_\_\_\_

Phone Number of Internship Coordinator: (\_\_\_\_) \_\_\_\_\_

Semester in which you are applying for internship: \_\_\_\_\_

Area(s) of Police Department you're interested in: \_\_\_\_\_

1) Are you a citizen of the United States of America? (Yes/No) \_\_\_\_\_

2) Do you have a high school diploma or GED? (Yes/No) \_\_\_\_\_  
Which one? \_\_\_\_\_ Where? \_\_\_\_\_  
(City, County, State)

3) Do you have accredited college/university hours? (Yes/No) \_\_\_\_\_  
If so, how many hours? \_\_\_\_\_ GPA? \_\_\_\_\_  
From what accredited college/university? \_\_\_\_\_  
(City and State)  
Field of Study? \_\_\_\_\_ List Degree? \_\_\_\_\_

4) Do you have a valid and current driver's license? (Yes/No) \_\_\_\_\_  
What state? \_\_\_\_\_ Expiration Date? \_\_\_\_\_

5) Have you ever been arrested either as an adult or juvenile? (Yes/No) \_\_\_\_\_

**Indicate if arrest was as an Adult or Juvenile and if dismissed, why?  
(i.e. probation, deferred adjudication, community service, lack of evidence, etc.)**

<b>Date</b>	<b>Location</b>	<b>Agency</b>	<b>Charge</b>	<b>Disposition</b>	<b>Adult or Juvenile</b>
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1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____

6) Do you have a conviction for any felony offense? (Yes/No) \_\_\_\_\_  
If yes, explain: \_\_\_\_\_

7) Are you under indictment for any felony offense? (Yes/No) \_\_\_\_\_  
If yes, explain: \_\_\_\_\_

8) Are you currently charged with a felony offense? (Yes/No) \_\_\_\_\_  
If yes, explain: \_\_\_\_\_

9) Do you have a conviction for any misdemeanor offense other than parking/traffic citations?  
(Yes/No) \_\_\_\_\_  
If yes, explain: \_\_\_\_\_

**Internship Program**

- 10) Do you have a conviction for driving under the influence? (Yes/No) \_\_\_\_\_  
If so, when and where? (city, county, state) \_\_\_\_\_  
Were you an adult or juvenile? \_\_\_\_\_
- 11) Are you currently on or have you ever been on court-ordered community supervision or probation for any offense? (Yes/No) \_\_\_\_\_  
If yes, for what? \_\_\_\_\_  
How long were you supervised? \_\_\_\_\_  
Location and Agency? \_\_\_\_\_
- 12) Are you now or have you ever been prohibited by state or federal law from possessing any firearms or ammunition?(Yes/No) \_\_\_\_\_ If yes, when? \_\_\_\_\_  
where? \_\_\_\_\_  
why? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 13) Have you ever filed or been the subject of a Protective Order? (Yes/No) \_\_\_\_\_  
If yes, explain: (Give dates, locations, parties involved, and agency): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 14) Have you ever been convicted of any Family violence offense, arrested for a family violence offense, or been listed as a suspect in a police report alleging a family violence offense? (Yes/No) \_\_\_\_\_  
If yes, please explain: (include dates, location, and offense reports) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 15) Have you ever used, smoked or experimented with marijuana? (Yes/No) \_\_\_\_\_  
If so, how many times? \_\_\_\_\_  
Date First Used? \_\_\_\_\_ Date Last Used? \_\_\_\_\_  
Locations? \_\_\_\_\_
- 16) Have you ever bought, sold or furnished marijuana? (Yes/No) \_\_\_\_\_  
If so, how many times? \_\_\_\_\_  
Dates? \_\_\_\_\_  
Locations? \_\_\_\_\_
- 17) Have you ever illegally used any prescription drug, controlled substance, or dangerous drug other than marijuana? (Yes/No) \_\_\_\_\_  
Date First Time Used? \_\_\_\_\_ Date Last Time Used? \_\_\_\_\_  
Locations? \_\_\_\_\_

18) Have you ever bought, sold or furnished any controlled substance or dangerous drug other than marijuana? (Yes/No) \_\_\_\_\_  
If so, how many times? \_\_\_\_\_  
Dates? \_\_\_\_\_  
Locations? \_\_\_\_\_

19) Have you received any traffic convictions (moving and non-moving)? (Yes/No) \_\_\_\_\_

**Please list all violations (moving and non-moving) below:**

<i>Date</i>	<i>Location</i>	<i>Law Enforcement Agency</i>	<i>Type of Violation</i>	<i>Disposition</i>
1. _____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____
5. _____	_____	_____	_____	_____

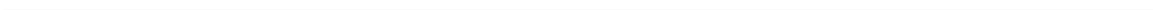
20) Have you had a driver's license suspension for driving while intoxicated, failure to carry liability insurance, or for any reason that would indicate poor driving behavior? (Yes/No) \_\_\_\_\_  
If yes, please explain each occurrence (give dates and locations):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

21) Have you had a series of negligent collisions during the five (5) year period preceding the date of this application, whether or not citations were issued? (Yes/No) \_\_\_\_\_  
Please explain each collision (giving dates and times): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

22) Are you known to habitually associate with those of questionable moral character? (Yes/No) \_\_\_\_\_  
If yes, then list associates: \_\_\_\_\_  
\_\_\_\_\_

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23) Are you currently or have you ever been a member of an organization which advocates to overthrow the United States government or any governmental entity within the United States by force or violence? (Yes/No) \_\_\_\_\_  
If yes, then identify the organization(s): \_\_\_\_\_  
\_\_\_\_\_



24) Have you ever applied with the City of Austin or the Austin Police Department in any capacity? (Yes/No) \_\_\_\_\_ If yes, list the date of application, employer and position applied for, and outcome (ie. Hired, Not Selected, Disqualified, Withdrew) \_\_\_\_\_

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25) Have you ever made false statements, falsely sworn to statements or, in any manner, falsified testimony in any official matter or in any significant business transaction? (Yes/No) \_\_\_\_\_ If yes, please explain: \_\_\_\_\_

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Please attach any resume or documentation on any prior work experience that you feel is relevant to this application.

**In reference to all inquiries made to me within this Austin Police Department College Internship Program Application, I affirm that all of the disclosed information within this official document was provided by me and all of the information is true and accurate. I also acknowledge by my signature below that any falsification, misrepresentation, or omission of any information may be just cause for the rejection of my application or, if selected, used as a basis for my dismissal from the Austin Police Department in the future.**

\_\_\_\_\_  
Signature of Applicant Date

\_\_\_\_\_  
Name and Employee # of Interviewer Date

**Thank you for your interest in the  
College Internship Program**  
Internship Program