

## APPLICATION INSTRUCTIONS FOR POLICE CONSTABLE

## Please follow the instructions below carefully.

- 1. Ensure you meet our minimum requirements prior to commencing the application process.
- 2. All questions must be answered and answered by the applicant only. The use of AI is not permitted. Incomplete application forms will not be processed. If a question is not applicable use "N/A" in the appropriate space. If an entire section is not applicable, one "N/A" in the first available space is sufficient.
- 3. You must complete this application electronically; hand written answers will not be accepted.
- 4. This Application Form covers numerous areas necessary to determine the suitability of applicants, and also serves as a basis for determining your security clearance.
- 5. Ensure you fully read and complete the Consent to Release of Personal and/or Private Information Waiver and Release form.
- 6. All addresses must include the postal code. Use area codes for all phone numbers.

  Date of births should be YY-MMM-DD format [85-JAN-04]. All other date formats should follow YY-MMM [10-JUN].
- 7. Unless otherwise instructed, list items in chronological order, beginning with the most recent. Leave no gaps in dates, between educational institutions, places of employment, etc.
- 8. All information is subject to verification by investigation. False, misleading, or undisclosed information in this document or at any other stage in the application process will result in the termination of your application, or dismissal.
- 9. By completing this application, you acknowledge and understand that honesty, integrity, and background are areas that are scrutinized closely when considering applications, and that all questions in this document are necessary for this purpose.
- 10. Ensure that you have submitted all documents in order as listed on the Application Checklist.
- 11. If you have any questions related to your application please contact the NWPD Recruiting Section at recruiting@nwpolice.org.