



Public Safety Recruitment
1127 S. Mannheim Rd., #203
Westchester, IL 60154
1-800-343-HIRE
www.publicsafetyrecruitment.com



CITY OF CHAMPAIGN POLICE DEPARTMENT POLICE OFFICER HIRING PROCESS

Thank you for your interest in the City of Champaign Police Department. Please read this document carefully, paying particular attention to deadlines and required documents:

POLICE OFFICER MINIMUM REQUIREMENTS:

- \$25.00 non-refundable application fee*
- U.S. Citizen or legally authorized to work in the U.S. (Must meet I-9 requirements);
- Must be a high school graduate or equivalent;
- 21 years of age as of June 24, 2013;
- Valid Driver's License (valid Illinois Driver's License at time of hire);
- No felony convictions; NOTE: Some convictions for misdemeanors or serious traffic offenses may also disqualify applicants from further consideration;
- Completion and submission of online application and all required documents by noon on Friday, February 22, 2013

***The application fee can be waived for candidates experiencing financial hardship.
For details, call 800-343.HIRE or send an email to info@publicsafetyrecruitment.com.**

APPLICATION INSTRUCTIONS:

- 1) Visit www.publicsafetyrecruitment.com to complete the online application for the position of Police Officer. Applications must be completed and submitted to Public Safety Recruitment no later than 12 noon on Friday, February 22, 2013. You will receive a confirmation number for your application immediately after you complete your application and confirm online; save this number for your records.
- 2) Return signed release forms and requested documents (see checklist, attached) to Public Safety Recruitment, Attn.: Champaign PD, 1127 S. Mannheim Rd., Suite 203, Westchester, IL 60154 before 12 noon on Friday, February 22, 2013. Applications received after 12 noon on Friday, February 22, 2013 will not be accepted. Faxed or postmarked release forms will NOT be accepted. Documents may be delivered by hand or by mail; traceable courier is suggested to ensure timely delivery. Candidates will be notified by Public Safety Recruitment AFTER the deadline via email regarding eligibility status. Public Safety Recruitment is not responsible for late or lost documents. It is the responsibility of the candidates to ensure all paper work is submitted properly by the deadline date.
- 3) An Optional Study Session will be held on Wednesday, March 6, 2013 at The I-Hotel & Conference Center, 1900 South First St. Champaign, IL 61820. Doors open at 5:30 p.m. and the study session will begin at 6:00 p.m. sharp.
- 4) Attend Mandatory Orientation and Written Exam on the test date indicated on your online application:

Saturday, March 16, 2013

The I-Hotel & Conference Center
1900 South First St.
Champaign, IL 61820.

Doors open at 8:00 a.m. The Mandatory Orientation begins at 8:30 a.m.

Saturday, March 23, 2013

Western Illinois University
Stipes Hall, Room 121
1 University Circle
Macomb, IL 61455

Doors open at 12:30 p.m. The Mandatory Orientation begins at 1:00 p.m.

You must have proper photo identification (valid Driver's License or State ID). Candidates who arrive late or who do not have proper identification will NOT be permitted to test.

All portions of the testing process are mandatory. Failure to attend and successfully complete any portion of the process will result in elimination from employment consideration.

Please visit our website to pay the application fee and complete the online application
www.publicsafetyrecruitment.com.

If you have any questions, please contact Public Safety Recruitment
1-800-343-HIRE ~ e-mail: info@publicsafetyrecruitment.com

9 am – 5 pm Monday through Thursday and 9 am – 3 pm on Friday; Closed Holidays and Weekends

CHECKLIST: CHAMPAIGN POLICE DEPARTMENT

<u>Application:</u>	DEADLINE: 2/22/2013 at NOON
<div style="display: flex; justify-content: space-between;"><div><input type="checkbox"/> Confirmed online</div><div>WRITE YOUR CONFIRMATION NUMBER HERE: _____</div></div> <p style="text-align: center; font-size: small;">(The confirmation page immediately follows the references section of the online application)</p>	
<u>Release Forms:</u>	DEADLINE: 2/22/2013 at NOON
<p><i>*No photocopies or fax copies will be accepted. You must submit the ORIGINAL DOCUMENTS WITH ORIGINAL SIGNATURES. Acceptable witness signatures include adult family members and friends.</i></p> <div style="display: flex; flex-wrap: wrap;"><div style="width: 50%;"><input type="checkbox"/> Consumer Reports*</div><div style="width: 50%;"><input type="checkbox"/> Driving Record*</div><div style="width: 50%;"><input type="checkbox"/> Alcohol, Drug and Substance Abuse Screening*</div><div style="width: 50%;"><input type="checkbox"/> Employment Past and Present*</div><div style="width: 50%;"><input type="checkbox"/> Behavior Profile*</div><div style="width: 50%;"><input type="checkbox"/> High School, College, University* Diploma</div><div style="width: 50%;"><input type="checkbox"/> Credit History*</div><div style="width: 50%;"><input type="checkbox"/> Medical Records*</div><div style="width: 50%;"><input type="checkbox"/> Criminal History Information/Fingerprint*</div><div style="width: 50%;"><input type="checkbox"/> Personal Information Release to Municipality*</div><div style="width: 50%;"><input type="checkbox"/> Written Examination*</div><div style="width: 50%;"><input type="checkbox"/> Physical Ability Test*</div><div style="width: 50%;"><input type="checkbox"/> City of Champaign EEO Form</div></div>	
<u>Other required documents:</u>	DEADLINE: 2/22/2013 at NOON
<div style="display: flex; flex-wrap: wrap;"><div style="width: 50%;"><input type="checkbox"/> COPY High School Diploma or equivalent (Copy of High School Transcripts with Graduation Date, Dated GED, or Signed Letter on High School letterhead is acceptable.)</div><div style="width: 50%;"><input type="checkbox"/> COPY valid Driver's License (copy of front and back if you received a renewal sticker)</div><div style="width: 50%;"><input type="checkbox"/> COPY Birth Record ~ READ CAREFULLY: Must contain the applicant's full name and date of birth and must be verifiable. To be verifiable, it must be possible to contact the regulatory authority to confirm the authenticity of the document. <u>ONE OF THE FOLLOWING IS ACCEPTABLE AND REQUIRED:</u><div style="margin-left: 20px;"><input type="checkbox"/> Copy of U.S. Birth certificate (Copy of original or certified by a Board of Health or Bureau of Vital statistics within the U.S. State Department or U.S. territories <u>Hospital copy not accepted.</u>)</div></div><div style="width: 50%;"><div style="margin-left: 20px;">OR</div><div style="margin-left: 20px;"><input type="checkbox"/> Copy of valid U.S. Passport</div></div><div style="width: 50%;"><div style="margin-left: 20px;">OR</div><div style="margin-left: 20px;"><input type="checkbox"/> Copy of Naturalization Papers</div></div><div style="width: 50%;"><div style="margin-left: 20px;">OR</div><div style="margin-left: 20px;"><input type="checkbox"/> Copy of valid Permanent Resident Card</div></div></div>	

Applications will not be verified until after the deadline has passed. Candidates who submit applications lacking proper documentation as indicated above will not be admitted to orientation or testing and you will be eliminated from employment consideration. I/O Solutions is not responsible for late, misdirected or incomplete application submissions. You must submit all required documents and have successfully CONFIRMED your online application by the deadline in order to be eligible to attend any portion of testing. You may drop your application documents off in person or by mail; however, all documents including your online application are due by the deadline as indicated.

PLEASE SUBMIT RELEASE FORMS & OTHER REQUIRED DOCUMENTS TO:

PUBLIC SAFETY RECRUITMENT
ATTN: Champaign PD
1127 S. MANNHEIM RD., SUITE 203
WESTCHESTER, IL 60154

DO NOT SUBMIT REQUIRED DOCUMENTS TO THE DEPARTMENT OR CITY OF CHAMPAIGN.

INDICATE WHICH RECRUITMENT TEST YOU WOULD LIKE TO BE INVITED TO: (Choose 1 only)☐**The I - Hotel and Conference Center,
Champaign – March 16, 2013**☐**Western Illinois University,
Macomb – March 23, 2013****IMPORTANT NOTICE TO APPLICANT: PLEASE READ THIS NOTICE AND CONSENT FORM CAREFULLY
BEFORE SIGNING. YOU WILL BE PROVIDED WITH A COPY OF THIS FORM AT ANY TIME UPON REQUEST****NOTICE AND CONSENT CONCERNING CONSUMER REPORTS FOR EMPLOYMENT PURPOSES**

This form, which you should read carefully, has been provided to you because I/O Solutions, Inc. (hereinafter referred to as "the Company") or the Department(s) to whom you request the Company to forward your application (hereinafter referred to as "the Department(s)") may request consumer reports or investigative consumer reports. Any requests for consumer reports or investigative consumer reports from the Company will be made on behalf of any or all of the Department(s). The consumer reports or investigative consumer reports may then be reviewed by any or all of the Department(s).

For the benefit of the Department(s), the Company may perform applicant background checks and employee investigations. These background checks and investigations may be performed by the Company, in whole or in part, at the Company's discretion. The Department(s) may also perform applicant background checks and employee investigations. These background checks and investigations may be performed by the Department(s), in whole or in part, at the discretion of the Department(s).

The Company's and Department(s)' background checks may also include the use of consumer reporting agencies to gather and report information in the form of consumer or investigative consumer reports regulated by federal law. Such reports, if obtained, will be prepared by consumer reporting agencies and may contain information concerning your credit standing or worthiness, character, general reputation, personal characteristics, or mode of living. Federal law defines a "consumer reporting agency" as any person (or entity) which for monetary fees, dues, or on a cooperative nonprofit basis, regularly engages in whole or in part in the practice of assembling or evaluating consumer credit information or other information on consumers for the purpose of furnishing reports to third parties. The Company is not a consumer reporting agency nor are the Department(s).

The types of reports that may be requested from consumer reporting agencies under this policy, include, but are not limited to, credit reports, criminal records checks, court records checks, driving records, and/or summaries of educational and employment records and histories. The information contained in these reports may be obtained by a consumer reporting agency from public record sources or through personal interviews with your co-workers, neighbors, friends, associates, current or former employers, or other personal acquaintances. Any information contained in such reports may be taken into consideration by the Department(s) in evaluating your suitability for employment, promotion, reassignment or retention as an employee. Any information contained in such reports may be used for other purposes required by law or ethical business practices.

If the Company or Department(s) request(s) an investigative consumer report to be performed by a consumer reporting agency, as defined by federal law, you will receive a notice indicating that the report has been requested no later than three days after the request is made to the agency. This additional notice, if issued, will provide you with further information pertaining to federal law governing investigative consumer reports. You will not receive such a notice if the investigation is performed by the Company or a person or entity other than a consumer reporting agency.

If any adverse decision is made with regard to your application for employment or subsequent employment by a Department(s), based entirely or in part on the information contained in a consumer report or investigative consumer report prepared by a consumer reporting agency, the Department(s) are required to notify you and give you a copy of the report, as well as a summary of your applicable rights. If you have ever filed for bankruptcy, the Department(s) may not base an employment decision solely on this information.

Your consent is required by law before the Company or the Department(s) may obtain a consumer report or investigative consumer report from a consumer reporting agency pertaining to your submission of an application for employment with a Department. Your signature below indicates that you have carefully read and understand that the Company and the Department(s) may request and review a consumer report or investigative consumer report regarding you, consistent with this policy, in connection with your application for employment and that you consent to the release of such consumer reports or investigative consumer reports to the Company and the Department(s) for employment purposes, including any future decisions concerning your employment, promotion, reassignment or retention. You also consent to release of this information to the Company and the Department(s) for other purposes required by law or ethical business practices. Your signature additionally reflects your understanding that such consent will remain in effect indefinitely until you revoke it (cancel it) in writing, as described below.

Refusal to consent to a consumer report or investigative consumer report as required by this notice may result in rejection of an application, or withdrawal of an offer of employment.

CONSENT STATEMENT

I have carefully read and understand this notice and consent form and, by my signature below, consent to the release of consumer or investigative consumer reports, as defined above, to the City of Champaign or I/O Solutions, Inc. (hereinafter referred to as "the Company") (and thereby to the departments to whom I have requested the Company to forward my application (hereinafter referred to as "the Department(s)"). I further understand that this consent will remain in effect until revoked in a written document signed by me. In the event that I wish to refuse or revoke my consent at any time, I understand that I may do so by either signing the Refusal or Revocation of Consent Statement below and returning it to the Company, at 1127 S Mannheim Rd, Suite 203, Westchester, IL 60154, or sending a signed letter or statement to the Company at the same address, indicating that I revoke my consent to the Company's obtaining consumer reports or investigative reports about me for employment purposes. I further understand that any and all information contained in my job application or otherwise disclosed to the City of Champaign or to the Company by me may be utilized for the purpose of obtaining the consumer reports or investigative consumer reports requested by the Company and confirm that all such information is true and correct.

Name of applicant (Printed)

Social Security Number

Applicant Signature

Date

REFUSAL OR REVOCATION OF CONSENT STATEMENT (DO NOT SIGN UNLESS YOU HAVE DECIDED THAT YOU WILL NOT CONSENT, OR WILL NO LONGER CONSENT TO THE CITY OF CHAMPAIGN, OR THE COMPANY OBTAINING CONSUMER REPORTS OR INVESTIGATIVE CONSUMER REPORTS REGARDING YOU FOR EMPLOYMENT OR OTHER PURPOSES.)

I do not consent to the City of Champaign, or I/O Solutions, Inc. (hereinafter referred to as "the Company") obtaining consumer reports or investigative reports about me in connection with my employment or any other purposes. If I have previously granted my consent, I hereby revoke it and understand that such revocation will take effect immediately after the Company receives this written revocation and has actual knowledge of it sufficient to communicate the revocation to those employees or agents of the Company who typically request consumer reports for the Company.

Name of applicant (Printed)

Social Security Number

Applicant Signature

Date

DO NOT SIGN ABOVE UNLESS YOU HAVE DECIDED THAT YOU WILL NOT CONSENT

ALCOHOL, DRUG AND SUBSTANCE ABUSE SCREENING

CONSENT

I hereby consent for the City of Champaign or I/O Solutions, Inc., or either of its authorized representatives to collect blood, urine or saliva samples from me and to conduct other necessary medical tests to determine the presence in my body or use by me of alcohol, drugs or controlled substances.

I understand that the presence of certain medications in my blood and/or urine may affect test results. To aid in the analysis of the test results I would like to inform the City of Champaign, I/O Solutions, Inc., and either of its authorized representatives that I have taken the following medications in the last seven (7) days:

RELEASE

I understand that release of my medical records by this written authorization will result in disclosure of these test results.

I hereby consent to the release of the test results and other relevant medical information to authorized representatives of the City of Champaign, the City of Champaign Board of Fire and Police Commissioners, and I/O Solutions, Inc., its directors, officers, staff, employees, agents, representatives and assignees from any and all claims, demands, actions, fees and causes of action, suits at law, proceedings in equity, and liability that may arise by reason of the drug, alcohol and substance abuse screening or due to the disclosure of the test results as authorized herein by me.

Agreed to:	_____	Date_____
	Applicant Name, printed	
	_____	Date_____
	Applicant Signature	
	_____	Date_____
	Witness Name, printed	
	_____	Date_____
	Witness Signature	

DO NOT SUBMIT WITHOUT OBTAINING A WITNESS SIGNATURE FROM AN ADULT FAMILY MEMBER OR FRIEND RESIDING IN THE U.S.

BEHAVIORAL PROFILE

DISCLOSURE

This is to inform you that in processing your application an investigation will be made whereby information is obtained from you which will be used for a Behavioral Profile. The tests, survey and interviews are designed to: measure your attitudes regarding drugs and alcohol, trustworthiness, and work; to predict your interpersonal skills, personality traits and motivations; and to predict your on the job mental abilities.

CONSENT FOR BEHAVIORAL PROFILE

I hereby grant my consent for the I/O Solutions, Inc., or its authorized representative to conduct the necessary interviews and administer the necessary examinations to determine my Behavioral Profile.

RELEASE

I understand that release of the results of my Behavioral Profile by this written authorization will result in disclosure of those test and survey results.

I hereby consent to the release of the test and survey results and other relevant information to authorized representatives of the I/O Solutions, Inc. for appropriate review and dissemination to those municipalities and/or Fire/Police Departments (whichever is applicable) to which I have made application for employment or to which I will make application for employment.

By executing this form I release, discharge and hold harmless the City of Champaign., the City of Champaign. Board of Fire and Police Commissioners, and I/O Solutions, Inc., its directors, officers, staff, employees, agents, representatives, and assignees from any and all claims, demands, actions, fees and causes of action, suits at law, proceedings in equity, and liability that may arise by reason of the Behavioral Profile or due to the disclosure of the test and survey results as authorized herein by me.

In the event that I have a disability which will affect my ability to take any examination, I will so inform the I/O Solutions, Inc. prior to the administration of the examinations so that a reasonable accommodation can be made. I/O Solutions, Inc. reserves the right to require medical documentation concerning the need for the accommodation.

Agreed to:	_____	Date_____
	Applicant Name, printed	
	_____	Date_____
	Applicant Signature	
	_____	Date_____
	Witness Name, printed	
	_____	Date_____
	Witness Signature	

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CREDIT HISTORY

DISCLOSURE

This is to inform you that in processing your application an investigation will be made whereby information is obtained from private credit reporting agencies as to your credit history. This investigative consumer report includes, if applicable, information as to your character, general reputation, personal characteristics, and mode of living. You have the right to make a written request within a reasonable period of time to receive detailed information about the nature and scope of this investigation.

CONSENT AND AUTHORIZATION TO INVESTIGATE CREDIT HISTORY

I hereby authorize and consent to a thorough investigation of my past and present credit history and disclosure of the results of that investigation to third parties. I understand that release of my past and present credit records by this written authorization will result in the disclosure of those records. I understand that this investigative consumer report can include, if applicable, information as to my character, general reputation, personal characteristics, and mode of living.

RELEASE

I hereby consent to the release of the results of the investigation of my credit history and other relevant information to authorized representatives of the City of Champaign or I/O Solutions, Inc. for appropriate review and dissemination to those municipalities and/or Fire/Police Departments (whichever is applicable) to which I have made application for employment or to which I will make application for employment.

By executing this form I release, discharge and hold harmless the City of Champaign, the City of Champaign Board of Fire and Police Commissioners and the I/O Solutions, Inc., its directors, officers, staff, employees, agents, representatives, and assignees from any and all claims, demands, actions, fees and causes of action, suits at law, proceedings in equity, and liability that may arise by reason of the investigation of my past and present credit history and the disclosure of the results of that investigation as authorized by me.

I waive the right to written notice required of any former employer pursuant to the Personnel Records Review Act, 820 ILCS § 40/7(1). I also acknowledge that I have had the opportunity to discuss the importance of this waiver with legal counsel of my own choosing.

Agreed to: _____

Applicant Name, printed

Date_____

Applicant Signature

Date_____

Witness Name, printed

Date_____

Witness Signature

Date_____

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CRIMINAL HISTORY INFORMATION / FINGERPRINT

DISCLOSURE

This is to inform you that in processing your application an investigation will be made whereby information is obtained from State and local law enforcement agencies for any reportable criminal history information concerning you using your fingerprints. This information can include a record of any convictions, which are required by statute to be collected and maintained by government agencies.

RELEASE

I agree to be fingerprinted by the City of Champaign. and acknowledge that these fingerprints will be used to investigate my criminal history and conviction record. I agree to and understand the release of the results of the investigation, to determine my criminal history information, will result in the disclosure of information concerning whatever criminal history exists regarding me to third parties.

I hereby acknowledge the results of the investigation to determine my criminal history will be released to authorized representatives of the City of Champaign. or I/O Solutions, Inc. for appropriate review and dissemination to those municipalities and/or Fire/Police Departments (whichever is applicable) to which I have made application for employment or to which I will make application for employment.

By executing this form I release, discharge and hold harmless the City of Champaign., the City of Champaign. Board of Fire and Police Commissioners, and I/O Solutions, Inc., its directors, officers, staff, employees, agents, representatives, and assignees from any and all claims, demands, actions, fees and causes of action, suits at law, proceedings in equity, and liability that may arise by reason of the investigation into my criminal history and the disclosure of any of that information.

Agreed to:	_____	Date_____
	Applicant Name, printed	
	_____	Date_____
	Applicant Signature	
	_____	Date_____
	Witness Name, printed	
	_____	Date_____
	Witness Signature	

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DRIVING RECORD

DISCLOSURE

This is to inform you that in processing your application an investigation will be made whereby information is obtained from the Secretary of State regarding your driving record. This information can include a record of your current driver's license issuance information (exclusive of information on judicial driving permits); convictions and orders entered revoking, suspending, or canceling your driver's license or privilege.

RELEASE

I hereby acknowledge the results of the investigation of my driving record will be released to authorized representatives of the City of Champaign or I/O Solutions, Inc. for appropriate review and dissemination to those municipalities and/or Fire/Police Departments (whichever is applicable) to which I have made application for employment or to which I will make application for employment.

By executing this form I release, discharge and hold harmless the City of Champaign, the City of Champaign Board of Fire and Police Commissioners, and I/O Solutions, Inc. its directors, officers, staff, employees, agents, representatives, and assignees from any and all claims, demands, actions, fees and causes of action, suits at law, proceedings in equity, and liability that may arise by reason of the investigation into and the disclosure of my driving record.

Agreed to:	_____	Date_____
	Applicant Name, printed	
	_____	Date_____
	Applicant Signature	
	_____	Date_____
	Witness Name, printed	
	_____	Date_____
	Witness Signature	

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EMPLOYMENT: PAST AND PRESENT

CONSENT

I hereby consent to a thorough investigation of my past and present employment activities and agree to cooperate in such investigation. I hereby authorize my past and present employers to release the requested information and to comment on my work record.

RELEASE

I understand that by this written authorization my past and present employment records will be disclosed to third parties.

I hereby consent to the release of the results of the investigation into my past and present employment and other relevant information to authorized representatives of the City of Champaign and I/O Solutions, Inc. for appropriate review and dissemination to those municipalities and/or Fire/Police Departments (whichever is applicable) to which I have made application for employment or to which I will make application for employment.

By executing this form I release, discharge and hold harmless the City of Champaign, the City of Champaign Board of Fire and Police Commissioners, and I/O Solutions, Inc., its directors, officers, staff, employees, agents, representatives, and assignees from any and all claims, demands, actions, fees and causes of action, suits at law, proceedings in equity, and liability that may arise by reason of the investigation of my past and present employment and the disclosure of the results of that investigation as authorized herein by me.

Agreed to:	_____	Date_____
	Applicant Name, printed	
	_____	Date_____
	Applicant Signature	
	_____	Date_____
	Witness Name, printed	
	_____	Date_____
	Witness Signature	

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HIGH SCHOOL, COLLEGE, UNIVERSITY DIPLOMA

CONSENT

I hereby consent to an investigation to determine the authenticity of my high school or General Education Diploma, college, or University diploma. I hereby authorize my secondary school or its equivalent to release such information regarding the authenticity of my high school (or its equivalent), college, or university diploma to representatives of the City of Champaign. or I/O Solutions, Inc.

RELEASE

I understand that by this written authorization that information gathered regarding the authenticity of my diploma or its equivalent will be disclosed to third parties.

I hereby consent to the release of results of the investigation of the authenticity of my diploma or its equivalent to authorized representatives of the City of Champaign. or to I/O Solutions, Inc. for appropriate review and dissemination to those municipalities and/or Fire/Police Departments (whichever is applicable) to which I have made application for employment or to which I will make application for employment.

By executing this form I release, discharge and hold harmless the City of Champaign., the City of Champaign. Board of Fire and Police Commissioners, and I/O Solutions, Inc., its directors, officers, staff, employees, agents, representatives, and assignees from any and all claims, demands, actions, fees and causes of action, suits at law, proceedings in equity, and liability that may arise by reason of the investigation of the authenticity of my high school (or its equivalent), college, or university diploma and the disclosure of the results of that investigation as authorized herein by me.

Agreed to:	_____	Date_____
	Applicant Name, printed	
	_____	Date_____
	Applicant Signature	
	_____	Date_____
	Witness Name, printed	
	_____	Date_____
	Witness Signature	

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MEDICAL RECORDS

CONSENT

I hereby consent for I/O Solutions, Inc., or its authorized representative to obtain my medical records from my primary physician for the period of time that my name appears on the City of Champaign.'s Final Eligibility List.

RELEASE

I understand that release of my medical records by this written authorization will result in disclosure of my medical records.

I hereby consent to the release of my medical records to authorized representatives of the City of Champaign. or to I/O Solutions, Inc. for appropriate review and/or dissemination to those municipalities and/or Fire/Police Departments to which I have made application for employment or to which I will make application for employment.

By executing this form I release, discharge and hold harmless the City of Champaign., the City of Champaign. Board of Fire and Police Commissioners, and I/O Solutions, Inc., its directors, officers, staff, employees, agents, representatives, and assignees from any and all claims, demands, actions, fees and causes of action, suits at law, proceedings in equity, and liability that may arise by reason of the disclosure of my medical records as authorized herein by me.

Agreed to:	_____	Date_____
	Applicant Name, printed	
	_____	Date_____
	Applicant Signature	
	_____	Date_____
	Witness Name, printed	
	_____	Date_____
	Witness Signature	

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PERSONAL INFORMATION RELEASE TO MUNICIPALITY

DISCLOSURE

This is to inform you that in processing your application an investigation has been made whereby information is obtained concerning you. This information can include a record of all personal information, required by statute to be collected and maintained by government agencies.

RELEASE

I understand that release of the results of the historical investigation profile will result in the disclosure of information regarding me to third parties.

I hereby acknowledge the results of the investigation will be released to authorized representatives of the City of Champaign. or to I/O Solutions, Inc., for appropriate review and dissemination to this municipality and/or Fire/Police Departments (whichever is applicable) to which I have made application for employment or to which I will make application for employment.

By executing this form I release, discharge and hold harmless the City of Champaign., the City of Champaign. Board of Fire and Police Commissioners, and I/O Solutions, Inc., its directors, officers, staff, employees, agents, representatives, and assignees from any and all claims, demands, actions, fees and causes of action, suits at law, proceedings in equity, and liability that may arise by reason of the investigation and the disclosure of any of that information.

Agreed to:	_____	Date_____
	Applicant Name, printed	
	_____	Date_____
	Applicant Signature	
	_____	Date_____
	Witness Name, printed	
	_____	Date_____
	Witness Signature	

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WRITTEN EXAMINATION

RELEASE

By this written authorization I understand that release of the results of my Written Examination will result in disclosure of those test results to third parties.

I hereby consent to the release of the results of my Written Examination for dissemination to the City of Champaign. and to those municipalities and/or Fire/Police Departments (whichever is applicable) to which I have made application for employment or to which I will make application for employment.

By executing this form I release, discharge and hold harmless the City of Champaign the City of Champaign. Board of Fire and Police Commissioners, and I/O Solutions, Inc., its directors, officers, staff, employees, agents, representatives, and assignees from any and all claims, demands, actions, fees and causes of action, suits at law, proceedings in equity, and liability that may arise by reason of the Written Examination or due to the disclosure of the test and survey results as authorized herein by me.

In the event that I have a disability which will affect my ability to take any examination, I will so inform the I/O Solutions, Inc. prior to the administration of the examinations so that a reasonable accommodation can be made. I/O Solutions, Inc. reserves the right to require medical documentation concerning the need for the accommodation.

Agreed to:	_____	Date_____
	Applicant Name, printed	
	_____	Date_____
	Applicant Signature	
	_____	Date_____
	Witness Name, printed	
	_____	Date_____
	Witness Signature	

DO NOT SUBMIT WITHOUT OBTAINING A WITNESS SIGNATURE FROM AN ADULT FAMILY MEMBER OR FRIEND RESIDING IN THE U.S.

PHYSICAL ABILITY TEST

RELEASE

I understand that as part of the examination process I must submit to a Physical Ability Test. I acknowledge that the Physical Ability Test is strenuous and there are risks of injury or death associated with participation in the Physical Ability Test and I voluntarily assume these risks.

I certify that I am now in good health and know of no limitations that I have which would prevent me from performing the Physical Ability Test or which if communicated to the officers, servants, agents, and employees of I/O Solutions, Inc. would cause them to refuse to permit me to take the Physical Ability Test.

I understand that by this written authorization I am consenting to the release of the results of my Physical Ability Test and that release will result in disclosure of those test results to third parties.

I hereby consent to the release of my Physical Ability Test results and other relevant information to authorized representatives of the City of Champaign and to I/O Solutions, Inc. for appropriate review and dissemination to those municipalities and/or fire/police departments (whichever is applicable) to which I have made application for employment or to which I will make application for employment. By executing this form I release, discharge and hold harmless the City of Champaign, the City of Champaign Board of Fire and Police Commissioners, and I/O Solutions, Inc., its directors, officers, staff, employees, agents, representatives, and assignees from any and all claims, demands, actions, fees and causes of action, suits at law, proceedings in equity, and liability that may arise by reason of my participation in the Physical Ability Tests (including but expressly not limited to: any and all injuries, losses, damage to my person or my death, which shall have been caused by, or contributed to by or resulted from my physical and/or medical condition) and/or by reason of the disclosure of the results of those tests as authorized herein by me. I further agree that I will not assign any right to which I may have to a cause of action against any of the foregoing persons or entities, to any person or legal entity.

In the event that I have a disability which will affect my ability to take any examination, I will so inform I/O Solutions, Inc. prior to the administration of the examinations so that a reasonable accommodation can be made. I/O Solutions, Inc. reserves the right to require medical documentation concerning the need for the accommodation. This release is binding on myself, my heirs, assigns, executors and administrators.

Agreed to: _____	Date _____
Applicant Name, printed	
_____	Date _____
Applicant Signature	
_____	Date _____
Witness Name, printed	
_____	Date _____
Witness Signature	

DO NOT SUBMIT WITHOUT OBTAINING A WITNESS SIGNATURE FROM AN ADULT FAMILY MEMBER OR FRIEND RESIDING IN THE U.S.

**CITY OF CHAMPAIGN
AFFIRMATIVE ACTION
EQUAL EMPLOYMENT OPPORTUNITY INFORMATION**

To All Applicants:

The City is subject to certain governmental recordkeeping and reporting requirements for the administration of civil rights laws and regulations. In order to comply with these laws, the City invites applicants to voluntarily self-identify their race or ethnicity. Submission of this information is voluntary and refusal to provide it will not subject you to any adverse treatment. The information obtained will be kept confidential and may only be used in accordance with the provisions of applicable laws, executive orders, and regulations, including those that require the information to be summarized and reported to the federal government for civil rights enforcement. When reported, data will not identify any specific individual.

1. Mr.
 Mrs.
 Ms. _____
- (Last Name)

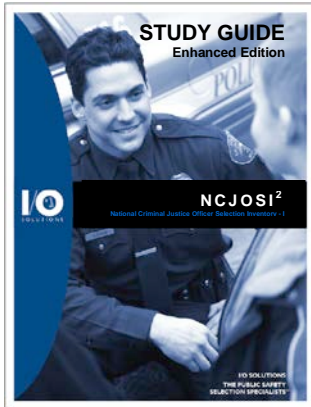
(First Name)
2. Job Applied for: _____ **Police Officer** _____
3. Social Security Number: _____
4. Birth Date: _____
5. Sex: Male: _____ Female: _____
6. Of the following, which racial/ethnic group do you consider yourself to belong:

<input type="checkbox"/> White	<input type="checkbox"/> Native Hawaiian or Pacific Islander
<input type="checkbox"/> Black or African American	<input type="checkbox"/> Asian
<input type="checkbox"/> Hispanic or Latino	<input type="checkbox"/> American Indian or Alaska Native
<input type="checkbox"/> Two or More Races: _____	
7. What level of education have you completed?

<input type="checkbox"/> Some High School	<input type="checkbox"/> High School/GED
<input type="checkbox"/> 2-Year College	<input type="checkbox"/> 4-Year College
<input type="checkbox"/> Master's Degree	<input type="checkbox"/> PHD
<input type="checkbox"/> Other: _____	
8. Date: _____



Champaign Police Department



STUDY GUIDE

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AFTER PURCHASE - 70 PAGES**



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www.publicsafetyrecruitment.com.

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