

**Department of Public Safety**

808 University Capitol Centre  
Iowa City, Iowa 52242-5500  
319-335-5022 Fax 319-335-5800

September 25, 2009

Dear Police Officer Applicant,

Iowa Law Enforcement Academy standards require all peace officer candidates successfully complete a physical agility and Police Officer Selection Test (P.O.S.T.) examinations. **The test date is Saturday, October 17, 2009 and will start promptly at 8:00 a.m.** The test site is at the University of Iowa Francis X. Cretzmeyer Track located at HWY 6 and First Avenue in Coralville (adjacent to the softball complex). Public parking is located adjacent to the track. You should wear appropriate clothing and athletic shoes.

You may find information concerning the physical agility test at our website. <http://www.uiowa.edu/~pubsfty/employment.htm> Click the link: See Our Recruitment Flyer. The P.O.S.T. examination will follow our physical agility testing. **Upon request, we will provide you with a study guide for the POST test.** You must successfully complete each phase of the physical agility and the P.O.S.T. examinations respectively. Failing any portions of these examinations will automatically disqualify you from further consideration. If you have successfully passed a P.O.S.T., examination within the last 12 months we will accept those scores however, we must be able to verify your passing scores.

Those candidates who are successful in the physical agility and POST examination will receive notice of your interview date and time Sunday or Monday. Should you successfully meet all these requirements you will receive instruction pertaining to the other phases of the selection process (i.e. psychological examination (MMPI), medical examination, drug screening, and polygraph). The pre-academy physical fitness testing for the 232<sup>th</sup> Basic Class and preliminary orientation will take place **10:00 a.m., Monday, December 14, 2009** at the Lied Recreation Center, located at Beach Road, Iowa State University, Ames, Iowa.

Information about our department, the minimum standards for Iowa Law Enforcement Officers and our background investigation packet are available at our website. <http://www.uiowa.edu/~pubsfty/employment.htm> Please read all the information carefully. Prior to testing, you are required to sign a release of liability waiver. You are responsible for providing a valid photo driver's license as proof of identification. **Without your driver's license, you will not be allowed to proceed with the testing. Additionally, please complete and return all the documents associated with the background packet to our department on or before Wednesday, October 14, 2009 at 5:00 p.m.** If the following items are not returned, we will consider your application incomplete and remove your name from consideration.

**The documents required are listed below:**

1. **Cover letter and resume**
2. **Completed background information packet**
3. **Two performance evaluations** from your most recent employer (if applicable)
4. A copy of your **high school diploma** or certified **GED**
5. A **certified** copy of your **college transcripts** (if applicable)
6. A notarized **Authorization of Release for Personal Information** form
7. A copy of your military form **DD-214** (if applicable)

**This letter serves as your only notice concerning the physical agility, POST testing, and interview. You must successfully complete all testing components in order to continue in the hiring process.** Please call our 24-hour emergency communication center at 319/335-5022 on or before **5:00 p.m. on or before Thursday, October 15, 2009** to confirm that you will attend our testing date. Thank you.

Sincerely,

*Loren Noska*

Captain Loren Noska  
University of Iowa Police