



**County of Passaic**  
**Police Academy**  
 214 Oldham Road, Wayne, New Jersey 07470-2205

**Robert A. Lyons—Director**

**Tel: 973-595-6411**

**Fax: 973-595-6874**

Please **PRINT** all information **CLEARLY** for contact and certificate purpose

**In-Service Course Police Application**

<i>Last Name</i>	<i>First Name</i>	<i>Course Title</i>	<i>Course Date(s)</i>	<i>Contact Information Phone &amp; Email address</i>

**CELL PHONE USE IS PROHIBITED**

**TAKING OF PHOTOS WITHOUT PERMISSION IS GROUNDS FOR DISMISSAL  
 FROM THE CLASS**

**Placing of any items on Facebook &/or any Social Media will be reported to your  
 Department as a violation of Academy Policy & Procedures**

**Dress Code:** Proper dress consists of: Regular Department Uniform, Business Suit & Tie or Sport Jacket & Slacks,  
 Female Officers may wear: Regular Department Uniform, Dress Slacks, Dress or Skirt  
**NO JEANS, SHORTS OR SANDALS ARE ALLOWED**

**Cancellation Policy:** Anyone who fails to notify the Academy **IN WRITING** that they cannot attend a course will not be allowed to re-register for that course for one year.

**Certification:** I hereby certify that all personnel who are enrolled in the above course (s) are covered by Workman’s Compensation and Liability Insurance or otherwise adequately insured.

It is understood that any and all responsibility for personal injury to any member of the applying Department shall rest upon the sending agency for which the member (s) perform their duties.

Department : \_\_\_\_\_

\_\_\_\_\_  
*Chief of Police or Department Head Signature*

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email \_\_\_\_\_