

**1. REPLY LETTER**

(return this form to the LEC for scheduling)

TO: Law Enforcement Council  
401 W. Thames St. – Unit 2401  
Norwich, CT 06360

FROM: \_\_\_\_\_ (please **PRINT** name)

DATE: \_\_\_\_\_

SUBJECT: Regional Entry Examination

I have downloaded the appropriate forms for an upcoming Regional Entry Examination and, per the instructions, I will bring the necessary forms to the testing site. I am including a **self-addressed** envelope with the *current postage* on it. Please send me scheduling information on the next available Regional Entry Examination. I understand that it may be one to three months before I am scheduled.

Signed: \_\_\_\_\_ (your name)

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

\_\_\_\_\_

\_\_\_\_\_

E-mail Address: \_\_\_\_\_

## **2. INSTRUCTIONS**

Enclosed you will find the following numbered documents:

1. Reply Letter to LEC
2. Instruction Sheet
3. Registration Form
4. Release Form
5. Biographical Data Sheet
6. Physical Ability Standards Form
7. Physical Agility Test Description

1. Return the Reply Letter (Form #1) to our office with a .42 cent self addressed envelope.
2. Form #3 (Registration Form) is to be filled out and brought with you to the testing site.
3. Form #4 - RELEASE FORM - MUST BE BROUGHT WITH YOU TO THE TESTING SITE - this Release Form MUST BE SIGNED and dated by you.
4. FORM #5 - BIOGRAPHICAL DATA SHEET - MUST BE BROUGHT WITH YOU TO TESTING SITE - this will remain in your file and serve as a generic application form for participating agencies.

**5. A VALID DRIVER'S LICENSE OR OTHER SIGNED PICTURE IDENTIFICATION IS MANDATORY. You will not be admitted to the center without at least one form of valid picture identification.**

6. FORM #6 - A Physical Ability Standards Form has been enclosed for your review that explains the requirements of the Physical Ability Examination. This is to be given careful consideration, as this will be required of you as part of the selection process. These forms do not need to be brought with you to the testing facility.

### 3. REGISTRATION FORM

Complete the information requested below:

NAME (Please Print)

SOCIAL SECURITY #

\_\_\_\_\_

Last

\_\_\_\_\_

First

\_\_\_\_\_

Street Address

\_\_\_\_\_

City

\_\_\_\_\_

State

\_\_\_\_\_

Zip Code

(\_\_\_\_\_) \_\_\_\_\_

Home Telephone Number

\_\_\_\_\_

**DATE OF BIRTH**

(Must be filled in!)

(\_\_\_\_\_) \_\_\_\_\_

Work Telephone Number

\_\_\_\_\_

Signature

Are you presently a certified Police Officer?      Yes      No

If you answered Yes, what State? \_\_\_\_\_

How did you hear about this examination?

- \_\_\_\_ Present Police Officer
- \_\_\_\_ Police Department
- \_\_\_\_ Website (specify which: \_\_\_\_\_)
- \_\_\_\_ Law Enforcement Council
- \_\_\_\_ Community Agency
- \_\_\_\_ Other: \_\_\_\_\_

#### **Directions to Groton City Municipal Building**

Interstate 95 to Clarence B. Sharp Highway. At the first traffic light take a right, a quick left and you will see the Municipal Building. Groton City Police Department (located in the Municipal building) telephone number is 445-2451. Applicants are instructed to park at Washington Park, located next to the Municipal Building Campus. The entrance to the park (Park Avenue) is just west of the Municipal parking lot. Candidates may park near the pavilions and walk to the municipal building, either across the lawn, or following the dirt drive.

**4. RELEASE FORM**

**REQUEST TO SEND CANDIDATE TEST RESULTS  
TO SPECIFIED POLICE DEPARTMENTS**

I understand that the test results will be provided only to the departments which I designate below upon successful completion of all phases of the written. I realize that by completing the test process and authorizing the release of the information in no way guarantees employment by or appointment to any position or job with the designated police departments.

I hereby agree to hold the L.E.C. of Conn., Inc. harmless and free from any damages or claims in any way arising out of the release to or use by those listed below of all of my test results. I further understand that my name will be active on the departmental lists I choose for a period of six months, originating from the date of my written examination.

I hereby give my permission to the L.E.C. of Conn., Inc. to release my written test results and biographical data to:

1. **ALL** departments listed. \_\_\_\_\_  
Your Signature

**- OR -**

2. To the following individual departments: ***(do not initial any of these departments if you have signed above)***

<u>Department</u>	<u>Your Initials</u>	<u>Department</u>	<u>Your Initials</u>
<u>Clinton</u>	_____	<u>Mohegan Tribal</u>	_____
<u>Colchester</u>	_____	<u>Montville</u>	_____
<u>Deep River</u>	_____	<u>New London</u>	_____
<u>East Lyme</u>	_____	<u>Norwich</u>	_____
<u>Groton City</u>	_____	<u>Old Lyme</u>	_____
<u>Groton Long Point</u>	_____	<u>Old Saybrook</u>	_____
<u>Groton Town</u>	_____	<u>Plainfield</u>	_____
<u>Ledyard</u>	_____	<u>Putnam</u>	_____
<u>Madison</u>	_____	<u>Stonington</u>	_____
<u>Mansfield</u>	_____	<u>Waterford</u>	_____
<u>Mashantucket</u>	_____	<u>Westbrook</u>	_____
		<u>Willimantic</u>	_____

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

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

\_\_\_\_\_  
Printed Address

Town

State

Zip

**5. BIOGRAPHICAL DATA SHEET**

NAME: \_\_\_\_\_ SOC.SEC.# \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
Last First Middle

ADDRESS: \_\_\_\_\_  
Street City State Zip Code

TELEPHONE NUMBERS: HOME: (\_\_\_\_) \_\_\_\_\_ WORK: (\_\_\_\_) \_\_\_\_\_

YEARS AT RESIDENCE: \_\_\_\_\_ (if less than 5 years, give previous residence)

\_\_\_\_\_  
Street City State Zip Code

E-MAIL ADDRESS: \_\_\_\_\_

**EDUCATION**

*HIGH SCHOOL:*

<u>SCHOOL</u>	<u>LOCATION</u>	<u>YRS ATTENDED</u>	<u>DIPL./DEGREE</u>
_____	_____	_____	_____

*COLLEGE/UNIVERSITY:*

\_\_\_\_\_  
\_\_\_\_\_

**MILITARY EXPERIENCE:**

BRANCH \_\_\_\_\_ RANK \_\_\_\_\_ JOB \_\_\_\_\_ DATES: \_\_\_\_\_

**WORK HISTORY: (begin with present)**

EMPLOYER: \_\_\_\_\_ LOCATION: \_\_\_\_\_

JOB TITLE: \_\_\_\_\_ DATES: \_\_\_\_\_ TO \_\_\_\_\_

EMPLOYER: \_\_\_\_\_ LOCATION: \_\_\_\_\_

JOB TITLE: \_\_\_\_\_ DATES: \_\_\_\_\_ TO \_\_\_\_\_

EMPLOYER: \_\_\_\_\_ LOCATION: \_\_\_\_\_

JOB TITLE: \_\_\_\_\_ DATES: \_\_\_\_\_ TO \_\_\_\_\_

LIST ANY SPECIAL SKILLS OR EXPERIENCES YOU BELIEVE MAY MAKE YOU A STRONG CANDIDATE FOR POLICE WORK (**DO NOT** ATTACH RESUME **OR** WRITE ON BACK)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**I certify that all statements made on or in connection with this application are true, complete and correct to the best of my knowledge and are made in good faith. I understand that incomplete, false or inaccurate information may result in the rejection of this application and that false information may result in my dismissal if employed.**

\_\_\_\_\_ (Signature) \_\_\_\_\_ (Date)

(office use only) \_\_\_\_\_

## 6. PHYSICAL ABILITY STANDARDS

### PRE-CERTIFICATION PHYSICAL ABILITY TEST BATTERY

Minimum scores for Certification as a Police Officer  
(Scores indicate 50<sup>th</sup> Percentile of Fitness)

- SIT-UP**                      **MUSCULAR ENDURANCE** – The score is the number of bent-leg sit-ups performed in one minute.
- FLEX**                        **FLEXIBILITY** – The “sit-and-reach” test measures the *flexibility* of the lower back and hamstrings and the candidate’s range of motion. The test involves stretching out to touch the toes and beyond with extended arms from the sitting position. **The score is in inches reached on a yardstick with the 15” mark being at the toes and the 36” mark being at the far end away from the toes.**
- BENCH**                      **ABSOLUTE STRENGTH** – One (1) repetition maximum bench press using Dynamic Variable Resistance (DVR) protocol. **The score is a ratio of weight pressed divided by body weight.**
- 1.5 MILE RUN**            **CARDIOVASCULAR CAPACITY** – 1.5 MILE RUN. **The score is in minutes:seconds.**

#### Male Candidate

AGE	1 MINUTE SIT-UPS	SIT/REACH (straight-leg)	BENCH PRESS RATIO (1 lift)	1.5 MILE RUN
20 – 29	40	17-1/2 in.	.106 x body weight	11:49
30 – 39	36	16-1/2 in.	.93 x body weight	12:20
40 – 49	31	15-1/4 in.	.84 x body weight	13:04
50 – 59	26	14-1/2 in.	.75 x body weight	13:46
60 – 69	20	13-1/2 in.	.68 x body weight	15:41

#### Female Candidate

AGE	1 MINUTE SIT-UPS	SIT/REACH (straight-leg)	BENCH PRESS RATIO (1 lift)	1.5 MILE RUN
20 – 29	35	20 in.	.65 x body weight	14:08
30 – 39	27	19 in.	.57 x body weight	14:54
40 – 49	22	18 in.	.52 x body weight	15:36
50 – 59	17	17-3/4 in.	.46 x body weight	16:43
60 – 69	8	16-3/8 in.	.45 x body weight	18:00

**In some instances, push-ups may be substituted for the bench press if the local police department does not have access to a DVR machine, however, you are required to do the bench press lift to enter the academy. Push-ups (in minutes) begin at 35 for a 20-29 male, and 20 for a 20-29 female.**

## **7. STATE OF CONNECTICUT PHYSICAL AGILITY TEST**

**Q:** How will physical fitness be measured?

**A:** The physical fitness test battery consists of four basic tests. Each test is a scientifically valid test. The tests to be given are described as follows:

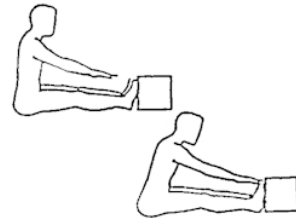
### **One Minute Sit-Up Test**

This is a measure of the muscular endurance of the abdominal muscles. It is an important area for performing police tasks that may involve the use of force. The score is the number of bent leg sit-ups performed in 1 minute.



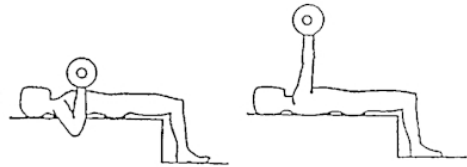
### **Sit and Reach Test**

This is a measure of the flexibility of the lower back and upper leg area. It is an important area for performing police tasks involving range of motion. The test involves stretching out to touch the toes or beyond with extended arms from the sitting position. The score is in inches reached on a yardstick with 15 inches being at the toes and the 36" mark being at the far end away from the toes.



### **One Repetition Maximum Bench Press**

This is a maximum weight pushed from the bench press position and measures the amount of force the upper body can generate. It is an important area for performing police tasks requiring upper body strength. The score is a ratio of weight pushed divided by body weight. (push-ups MAY be substituted for bench press)



### **1.5 Mile Run**

This is a timed run to measure the heart and vascular system's capability to transport oxygen. It is an important area for performing police tasks involving stamina and endurance. The score is in minutes and seconds.

