South Carolina Criminal Justice Academy

Instructional Standards and Testing Unit
5400 Broad River Road
Columbia, SC 29212

Reserve Candidate Attestation and Authorization to Release Form

Form must be completed for each reserve candidate and submitted with Application for SC Reserve Officer Training Implementation. No reserve candidate may attend the SC Reserve Officer Training Program until this form is on file with the SC Criminal Justice Academy.

Please Print:

Candidate's Full Name: _____ _____ _____
(Name on SS Card - No Nicknames) **Last** **First** **M.I.**

Street Address (No PO Box): _____

City, State, Zip Code: _____

Employing Department: _____

Driver's License #: _____ **Issuing State:** _____

You must have a SC Driver's License. An out of state Driver's License is NOT acceptable.

Social Security #: _____

Date Of Birth: _____ **Race:** _____ **Sex:** _____

Training Department: _____

I hereby attest that the following documentation has been reviewed and will be maintained in the above individual's file. I understand that should any conflict regarding documentation authenticity arise, the SC Criminal Justice Academy reserves the right to review all documents maintained by the department on this individual.

Documents Currently On File At Department:

1. A copy of candidate's birth certificate.
2. High School diploma or GED certification.
3. Report of current medical exam, on CJA preplacement & medical history form, with physician attesting medically suitable for law enforcement employment.
4. Fingerprint card showing results of SLED and FBI identification fingerprint check. All charges must show a final disposition with NO felony conviction or disqualifying misdemeanor. Employing department must have conducted a background investigation, including a credit check, and results must be satisfactory.
5. Candidate must hold **a valid/current SC Driver's License** with no record for the past five years for suspension as a result of Driving Under the Influence of Alcoholic Beverages or Dangerous Drugs, Driving While Impaired, Reckless Homicide, Involuntary Manslaughter or Leaving the Scene of an Accident.
6. A recent photograph (within 6 months).

Date: _____ **Signature:** _____
Police Chief, Sheriff, or Authorized Representative

Print Name and Title: _____

Notary Public For South Carolina

Sworn to and subscribed before me this: _____ **day of** _____ , _____
(Day) (Month) (Year)

Signature of Notary Public: _____

Print Name: _____

My Commission Expires: _____ / _____ / _____
MM DD YEAR

AUTHORIZATION TO RELEASE INFORMATION, ATTESTATION OF NO OTHER COMMISSIONS

I hereby authorize the SC Criminal Justice Academy to release any information in its files pertaining to my certification, recertification, decertification, accreditation, maintenance of accreditation, withdrawal of accreditation or any other item of information related to law enforcement training, but not limited to academic achievement, attendance, physical fitness, personal history, and disciplinary records to any South Carolina law enforcement agency by which I may be employed or to its authorized representative.

I hereby release the SC Criminal Justice Academy, including its Director, Deputy Director, employees and agents, both individually and collectively, from any and all liability for damages of whatever kind, which may at any time result to me, my heirs, or assigns because of compliance with this authorization and request to release information, or any attempt to comply with it.

I hereby certify that I will have no other law enforcement commission once the reserve commission is obtained.

Date: _____ **Signature:** _____
Signature of Reserve Candidate

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For CJA USE ONLY

Test Date _____ **Test Grade** _____ **Retest Date** _____ **Retest Grade** _____

8/2016