

TEXAS COMMISSION ON LAW ENFORCEMENT

6330 E Highway 290, STE 200
Austin, Texas 78723-1035
Phone: (512) 936-7700
<http://www.tcole.texas.gov>

PID ASSIGNMENT (C-1)

Completion of all fields required

INDIVIDUAL INFORMATION

1. Social Security Number	2. First Name	3. M.I.	4. Last Name	5. Suffix (Jr., etc.)
6. Race / Ethnicity <input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Asian <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> Multicultural <input type="checkbox"/> White		7. Date of Birth	8. Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	9. Driver's License State: Num.:
10. Home Mailing Address	11. City	12. State	13. Zip Code	
14. Height	15. Weight	16. Hair Color	17. Eye Color	
18. U.S. Citizen <input type="checkbox"/> Yes <input type="checkbox"/> No	19. Phone Number (include area code)	20. E-mail		

This form is to be submitted only for the express purpose of having a personal identification number (PID) assigned by TCOLE to the above named individual therein creating a TCOLE record and allowing training to be reported for that individual.

Agency administrator or training coordinator check appropriate box for their student or employee.

- Applying for entry into a basic licensing course.
- Applicant has read and received a copy of §217.1 Minimum Standards for Initial Licensure.

Signature of Applicant

Date

- Future appointment as a Telecommunicator, Temporary or Licensed
- Future appointment as a County or Contract Jailer, Temporary or Licensed
- Future Appointment as a Probation Officer, Juvenile or Adult
- Ability to track training hours

TCOLE agency / training provider number _____ and Name _____

Agency Administrator or Training Coordinator (Type or Print)

Signature

Date

Individuals not associated with a training provider or agency check below.

- Applying for instructors certificate
- Applying for Retired Federal Firearms ID
- Applying for consideration of prior out-of-state, federal, military, or TDCJ training

Signature of Applicant

Date

OUT OF STATE / FEDERAL OFFICERS ELIGIBILITY REQUIREMENTS
IMPORTANT! PLEASE READ!

Under TCOLE Rule 219.2- "Reciprocity for Out-of-State Peace Officers, Federal Criminal Investigators and Military Police," certain persons may be eligible to take the State Licensing Exam based on prior service as Out-of-State Peace Officers or Federal Investigators.

This document is a preliminary application- its purpose is to determine if you have the proper training and service to be eligible for reciprocity under TCLEOSE Rule 219.2. If you are eligible, further instructions will be sent to you. It is highly recommended that you do not make any career or life decisions before completing the entire application process.

Incomplete forms or documentation will be returned.

Questions about this form or your qualifications please call (512) 936-7700.

Before submitting this preliminary application it is highly recommended that you review TCOLE Rule 217.1, Minimum Standards for Initial Licensure, on our website at www.tcole.texas.gov , Rules and Statutes. All applicants must meet all requirements, regardless of past service.

To meet the current licensing requirements of TCOLE Rule 217.1, you must have a new national criminal history records check based on your fingerprints. Included with this application is the "Fingerprint Application Services of Texas (FAST). If there are questions about the fingerprint process call (512) 936-7700. **If you are currently living out of state, please call our office to have a FAST application plus hard cards mailed to you.**

Qualifying Federal Departments:

The Texas Code of Criminal Procedure, § 2.122, recognizes specific criminal investigators of the United States as having authority to enforce selected state laws by virtue of their authority. Prior training will be evaluated and approved by the Commission to insure it meets current training requirements.

- (1) Special Agents of the Federal Bureau of Investigation;
- (2) Special Agents of the Secret Service;
- (3) Special Agents of the United States Immigration and Customs Enforcement;
- (4) Special Agents of the Bureau of Alcohol, Tobacco, Firearms and Explosives;
- (5) Special Agents of the United States Drug Enforcement Administration;
- (6) Inspectors of the United States Postal Inspection Service;
- (7) Special Agents of the Criminal Investigation Division of the Internal Revenue Service;
- (8) Civilian Special Agents of the United States Naval Criminal Investigative Service;
- (9) Marshals and Deputy Marshals of the United States Marshals Service;
- (10) Special Agents of the United States Department of State, Bureau of Diplomatic Security;
- (11) Special Agents of the Treasury Inspector General for Tax Administration;
- (12) Special Agents of the Office of Inspector General of the United States Social Security Administration;
- (13) Special Agents of the Office of Inspector General of the United States Department of Veterans Affairs;
- (14) Special Agents of the Office of Inspector General of the United States Department of Agriculture;
- (15) A police officer with the Office of Security and Law Enforcement of the United States Department of Veterans Affairs.
- (16) An officer or agent designated by the Secretary of Homeland Security under 40 U.S.C. Section 1315 for duty in connection with the protection of property owned or occupied by the federal government and persons on the property;
- (17) A Customs and Border Protection Officer or Border Patrol Agent of the United States Customs and Border Protection or an immigration enforcement agent, or deportation officer of the Department of Homeland Security;
- (18) A commissioned law enforcement officer of the National Parks Service;
- (19) A Special Agent or Law Enforcement Officer of the United States Forest Service; and
- (20) Security personnel working at a commercial nuclear power plant, including contract security personnel, trained and qualified under a security plan approved by the United States Nuclear Regulatory Commission.

Federal Officers must:

1. successfully complete an approved Federal Agency Law Enforcement training course (equivalent course topics and hours);
2. be subject to continued employment or eligible for re-hire (excluding retirement);
3. have honorably served (employed, benefits eligible) in one of the aforementioned federal full time paid capacities for 2 continuous years within the 4 years prior to application (**See Note, below**). Service time applied to this section must have been obtained following completion of a federal agency law enforcement approved basic training course; and
4. have a copy of all their military discharge(s) (DD-214) (if applicable); and
5. have a current fingerprint return on file with FAST.

Individuals from other U.S. states must:

1. provide proof of successful completion of a state POST-approved (or state licensing authority) basic police officer training academy with equivalent course topics and hours of training at the time of initial certification or licensure;
2. have honorably served (employed, benefits eligible) as a sworn full time paid peace officer for 2 continuous years within the 4 years prior to application (**See Note, below**). Service time applied to this section must have been obtained following completion of a state POST approved basic training course;
3. be subject to continued employment or eligible for re-hire (excluding retirement);
4. the applicant's license or certificate must never have been, nor currently be in the process of being, surrendered, suspended, or revoked; and
5. have a copy of all their military discharge(s) (DD-214) (if applicable). Individual has never received a dishonorable or other discharge based on misconduct barring future military service, Commission Rule 217.1(a)(13).

Required Documents to Accompany the Application to Determine Eligibility:

1. A certified or notarized copy of the basic training certificate for a police officer with hours listed. If hours are not listed on the certificate, documentation of hours completed must accompany the certificate (Reserve, part time, or auxiliary training is not accepted);
2. A certified or notarized copy of a Federal Agent's License or Credentials; or a certified or notarized copy of the police officer license or certificate issued by the state POST;
3. A notarized statement from the state POST, current or previous employing agency(s), or federal employing agency revealing any disciplinary action(s) that may have been taken against any license or certificate issued by that agency or any pending action; or that no disciplinary action has been taken at any time on your license or certification;
4. A notarized statement from your employing agency(s) confirming **full time service** as a peace officer, federal officer or agent. Exact service dates are required. (Reserve or auxiliary peace officer training is not accepted; probationary officer time prior to completion of an approved basic police officer training academy is not accepted);
5. A certified or notarized copy of your valid state-issued driver's license; and
6. A copy of all your military discharge(s) (DD-214) (if applicable).

The Commission may request that applicants submit a copy of the Basic and Advanced Training Curriculum for equivalency evaluation and final approval.

Note- a waiver of the requirement to have served 2 continuous years within the last 4 years MAY be available from the Executive Director. The waiver is available only to those who meet ALL other requirements, but have been separated from their previous law enforcement position for more than 2 years. These applicants must submit the completed application with "Waiver Requested" clearly written across the top of the "Eligibility Form Page." The waiver is based on past service longevity, training completed, academy hours, and other factors that require the entire application packet and included documents for determination. This waiver opportunity does NOT extend to any other requirements of the application. Do not attempt to contact the Executive Director for any preliminary decision.



FINGER PRINT INSTRUCTION FORM

TEXAS COMMISSION ON LAW ENFORCEMENT

(TCOLE/Service Code 11G4N6)

1. Schedule an appointment to be electronically fingerprinted by MorphoTrust USA at one of their IdentoGo enrollment centers.
 - Internet based scheduling is the quickest and most convenient way to obtain a fingerprint appointment.
 - a. **You may begin the process now by simply clicking on this link:** <https://identogo.com>
 - b. Click – Texas
 - c. Digital Fingerprinting
 - d. Service Code: **11G4N6**
 - e. Schedule your appointment accordingly.
 - f. Academy Number: **LE-453007**
 - If you prefer to schedule over the telephone, you must:
 - a. Have your Service Code ready (**11G4N6**), then call **888.467.2080**;
 - b. MorphoTrust will prompt you for the Service Code (**11G4N6**);
 - c. Schedule your appointment accordingly.
2. Arrive at your scheduled appointment with your photo identification and fee (\$9.95).
 - If you plan on bringing a form of identification other than a valid (unexpired) TX Driver License, please refer to the Department of Public Safety's acceptable document types here: <http://www.l1enrollment.com/state/forms/tx/55fc619a7f7aa.doc>
 - MorphoTrust accepts Visa/MasterCard/Discover/American Express, business checks, money orders and coupon codes (employer accounts) at the time of service.
 - Please note that personal checks and cash are **not accepted**.
3. Your fingerprints will be submitted electronically to DPS and the FBI. You will not receive a printed fingerprint card.
4. At the conclusion of your appointment, the MorphoTrust enrollment agent will provide you with an IdentoGo receipt stating that you were fingerprinted.
 - Do not throw away the receipt;
 - You may check status on your submission by clicking on this link: <https://uenroll.identogo.com/servicecode/11G4JN6> and then;
 - Click "**Check Status**"

Fingerprints provided for this application shall be used to check criminal history records of the Texas Department of Public Safety and the Federal Bureau of Investigation, in accordance with applicable statutes.

Mail this form with all required documents to:

Texas Commission on Law Enforcement (TCOLE)
6330 E. Highway 290, STE 200
Austin, Texas 78723-1035
www.tcole.texas.gov

Out of State/Federal Officers Eligibility Form

THIS IS NOT AN APPLICATION.

This form is to establish eligibility under reciprocity. If approved, you will be mailed an application allowing you to apply to take the peace officer licensing exam. Questions, please call (512) 936-7700.

Incomplete forms or documentation will be returned. Please allow at least 2-3 weeks for processing.

Please type or print all information.

Date of Application: _____
Last Name: _____ First Name: _____ M.I.: _____ Suffix: _____
Driver's License Number: _____ State: _____
Date of Birth: _____ High School Diploma GED
Address: _____ City: _____ State: _____
Zip Code: _____ Phone Number: _____ E-mail: _____

(5112) Out-of-state or federal officers; (Documents must bear original certification seals or stamps. Detailed documentation requirements are listed in the eligibility form instructions.)

- 1. A certified or notarized copy of the basic training certificate for a police officer;
- 2. A certified or notarized copy of a federal agent's license or credentials; or a certified or notarized copy of the police officer license or certificate issued by the state POST;
- 3. A notarized statement from the state POST, current employing agency, or federal employing agency revealing any disciplinary action(s) that may have been taken against any license or certificate issued by that agency or any pending action;
- 4. A notarized statement from your employing agency(s) confirming full time service as a police officer, federal officer, or agent;
- 5. A certified or notarized copy of your valid state-issued driver's license;
- 6. A copy of all your military discharge(s) (DD-214) (if applicable);

Upon signing this document I understand that I will have to meet the requirements of Commission rule §217.1 for licensure. I have not been convicted of or placed on deferred adjudication for any Class B Misdemeanor or above, nor do I currently have pending criminal charges against me. I am fully aware that this application is a government document and, under penalties of perjury, I declare the foregoing information to be true and correct.

Signature of Applicant _____	_____ / _____ / _____ Date
Sworn to and subscribed before me, this the _____ day of _____, _____	
Notary public in and for, State of _____ My commission expires _____ / _____ / _____	_____ Printed Name of Notary
Notary Seal or Stamp _____	_____ Signature of Notary