



## THE PORT AUTHORITY OF NY & NJ

### 114<sup>th</sup> Police Academy Class Process Important Dates and Requirements

#### Important Dates:

November 17, 2015 -  
November 30, 2015 (Deadline)

December 3, 2015

January 2<sup>nd</sup>, 3<sup>rd</sup>, or 9<sup>th</sup> 2016

November 17, 2015 –  
January 15, 2016 (Deadline)

#### Action Required:

° Complete and submit the Authorization for Release of Information & Pedigree Form to [PAPDAIU@PANYNJ.GOV](mailto:PAPDAIU@PANYNJ.GOV) to confirm your participation in the 114<sup>th</sup> Police Academy process

° Complete and submit the Employment Application to [POLICERECRUIMENT@PANYNJ.GOV](mailto:POLICERECRUIMENT@PANYNJ.GOV) to confirm your participation in the 114<sup>th</sup> Police Academy process

Visit the link provided in the correspondence you received on November 17, 2015 to obtain the Schedule of Events document with Details pertaining to Event #1

Attend Event #1 on one of these dates that has been identified in the Schedule of Events issued on or about December 3, 2015

You will be required to bring the following with you to Event #1:

- Completed but unsigned Personal History Booklet
- All required documents, identified on page 5 of the Personal History Booklet, titled *Required Documents Checklist*
  - These documents may be in addition to any documents required and requested by the Human Resources Department

Submit one official sealed copy of your transcript(s) demonstrating you have achieved 60 college credits from an accredited college or university and/or proof of military service requirement DD214 #4 (member copy) to:

Port Authority of NY & NJ  
Human Resources Department  
Attn: 114<sup>th</sup> Police Class  
150 Greenwich Street – 16<sup>th</sup> Floor  
New York, NY 10007

Note: The PAPD Applicant Investigation Unit may also request that you provide copies of these documents. Please review page 5 of the Personal History Booklet, titled *Required Documents Checklist*.

#### Other Information for the 114<sup>th</sup> Police Academy Class Process

**ID:** A Government issued photo identification will be required for entrance into Event #1.

**Fingerprinting:** Please note that fingerprinting will be scheduled by appointment only unless you reside outside of NY or NJ, in which you will be fingerprinted at Event #1. Payment for fingerprinting, in the amount of \$35.00, is required at the time of appointment in the form of a money order or certified check and should be **made payable to Port Authority of NY & NJ**.



## THE PORT AUTHORITY OF NY & NJ



**Parking at the Port Authority Technical Center:** There is **NO** parking available at the Port Authority Technical Center (PATC). All candidates are encouraged to take public transportation to Event #1 and any other scheduled events.

**Additional Appointments:** Additional appointments, other than those currently identified, may be required and candidates are required to attend all events. Failure to do so may result in disqualification from this process.

Questions regarding pre-selection activities, responsibilities or requirements?

Call the Human Resources Department at (212) 435-2870

Questions regarding background investigations?

Email the Public Safety Applicant Investigation Unit at [papdaiu@panynj.gov](mailto:papdaiu@panynj.gov)