

Basic Citizens Police Academy

Palo Alto Police Department

Application Form



The Basic Citizens Police Academy is an 8-week course designed to foster increased understanding and communication between community members and the police. The Citizens Police Academy gives participants detailed insight into how our Department operates and how we serve the community. It creates well-informed community members who possess greater insight into police practices and services. Everyone, including the police, benefits from increased communication and mutual understanding.

The Citizens Police Academy is not designed to train the participant as a police officer; it is solely for education purposes only. Applications are accepted on a continuous basis, and there is no cost for the program other than your time. Each academy class is limited to 25 participants. Preference is given to Palo Alto residents, community members who work in Palo Alto, and people employed by the City of Palo Alto.

Minimum Qualifications:

- At least 14 years of age (minors require parent/guardian consent)
- Live or work in Palo Alto, or the immediate surrounding community
- No felony convictions; no misdemeanor convictions within one year
- The ability to successfully pass a criminal background check.

Application Process:

1. Written application (this document)
2. Interview with Citizens Police Academy coordinator (parent/guardian must accompany applicants who are under 18 years of age)
3. Criminal background check

Date: _____ E-mail Address: _____

First Name: _____ M.I.: ____ Last Name: _____

Home Address (include city and ZIP code):

Cell Phone Number: (_____) _____

Date of Birth: _____ Gender: _____

Driver License Number (and state, if not California): _____

Employer and Job Title: _____

1. How did you learn about our Basic Citizens Police Academy?

2. Why are you interested in attending our Basic Citizens Police Academy?

3. Are you part of any Palo Alto organizations (including neighborhood or residential associations, Emergency Services Volunteers, CERT)? Which ones?

You must attend all eight sessions to qualify for the Certificate of Completion at the end of the Citizens Police Academy. By signing, you acknowledge that all of the information you have provided in this application is truthful and accurate.

Applicant's Signature: _____

If you are between 14 and 18 years of age, your parent/guardian must approve of your application (and participation if selected). Have them fill out this section.

Name of Parent/Guardian: _____

Cell Phone Number of Parent/Guardian: (____) _____

E-mail Address: _____

Signature of Parent / Guardian: _____

Submit your completed application one of three ways:

- Preferred: e-mail (scan, or send photos of application) to pd@cityofpaloalto.org
- U.S. Mail to Palo Alto Police Department, Citizens Police Academy, 275 Forest Avenue, Palo Alto, CA 94301
- Drop it off at the front desk of the police station at 275 Forest Avenue during normal business hours (Monday-Friday, 8 a.m. to 4 p.m.).

We will contact you within one month to schedule an interview. If you have questions or would like additional information, please e-mail pd@cityofpaloalto.org.