

Application Instructions

Application Part I – complete anytime

- 1) Print and Complete Application Part I (complete in blank ink ONLY). You can bring your application anytime with your \$200 registration fee to secure your spot on the list of applicants. (This does not guarantee your acceptance; you must pass a physical fitness test, and we must receive your background check and drug screening results). Return part I to Police Academy, 225 S. Main St., POL 327, Akron, OH 44308. **The hours to drop off your application is Tuesdays from 8-1pm or Thursdays from 3-6 pm.** If you cannot make either of those times, please email me at kfshaff@uakron.edu to set up an appointment for another day/time.

Application Part II:

- 1) Complete Application Part II **ONLINE, print (1-sided) and sign in black ink ONLY.**
 - a. For School Name: The University of Akron Police Academy
 - b. For School Number: leave blank
 - c. Commander: William B. Holland, wholland@sheriff.summitoh.net
- 2) Complete a background check at The Summit County Jail, 205 E. Crosier Ave, Akron. The cost is \$15.

*****Important***:** You will need to call 330-643-2141 or 330-643-5545 to set up an appointment. Make sure you let them know you are applying for the Police Academy. You will be required to bring and wear a face mask/covering. The entire procedure will be explained to them when they call to set up an appointment.
- 3) Complete a drug screening at **Summa Center for Corporate Health** (cost is \$50) This can be done anytime starting March 6th. You can wait until you pass the physical fitness test to be sure you are accepted before you get this done.

1860 State Rd., Ste C
Cuyahoga Falls, OH 44223
(330) 940-5770
Mon-Fri 7:30 am-4pm
- 4) The Health form **MUST** be filled out by either a MD, DO, PA, or CNP. Please **DO NOT** check the items yourself, the physician must complete it.
- 5) Return (**in person**) your completed application part II (and part I if you have not already done so) to Kathy Shaffer, UA Police Academy, 225 S. Main Street, Polsky Building, Room 327. (Enter building off High Street, past Chik-Fil-A, go through glass doors that say College of Applied Science & Technology. Take left, then first right; turn right again, and my office is the third door on the right)

Once again: You can drop off the application on Tuesdays from 8-1 pm or Thursdays from 3-6 pm. If you cannot make either of these days/times, please email me at kfshaff@uakron.edu, to set up an appointment.

- 6) If you have not turned in Part I already, you will need to bring your **\$200 non-refundable registration fee.** **Make the check payable to The University of Akron Police Academy.** The registration fee will go toward the tuition (\$200 registration + \$4200 tuition = \$4,400). **The full registration fee will be refunded only if the class is cancelled. If you fail the physical fitness test, you will be refunded \$150; if your background check or drug screening comes back with issues, there will be no refund.**

Application Part III

- 1) A prospective cadet must pass the OPOTA 15% physical fitness requirements to enter the Police Academy. We have the following tests scheduled. You can come to any of them; if you fail, you can come on one of the other scheduled test dates:

September 23 rd	3:30 pm	October 4 th	9:00 am
September 27 th	9:00 am	October 11 th	9:00 am
September 30:	3:30 pm	October 17 th	9:00 am

All tests will be at Bolich Middle School, 2630 13th Street, Cuyahoga Falls, Oh.

Payment Options:

- a) Pay in Full: \$200 registration fee due with Police Academy application. Balance \$4,200 due by orientation.
- b) Full-time Academy, 3 Installments: \$200 registration fee due with Police Academy application; \$2,400 by orientation, \$900 by the end of Sept, and \$900 by the end of Oct.
- c) Military benefits. Must take a DD214 to our Military Services office, Simmons, Hall.

Payment options: Check/money order, Visa, Master Card, Discover, or American Express accepted. **NO CASH.**

A cadet's acceptance into the academy is contingent upon results of background check, drug screening, application, and the physical fitness test.