

TEMPLE UNIVERSITY SEASONAL LAW ENFORCEMENT TRAINING PROGRAM

FORMAL APPLICATION AND PERSONAL HISTORY

Temple University
Seasonal Law Enforcement Training Program (SLETP)
West Hall, Room 122
580 Meetinghouse Road
Ambler, Pennsylvania 19002
TELEPHONE: 267-468-8600 FAX: 267-468-8660

It is the determination of Temple University that these questions are necessary in order to fully and adequately evaluate applicants for law enforcement training certification. These questions are designed to ascertain whether the applicant meets the minimum standards for training certification and serve no other purpose.

READ ALL INSTRUCTIONS/QUESTIONS.

FAILURE TO ANSWER QUESTIONS MAY RESULT IN DENIAL
OF ATTENDANCE TO THE ACADEMY AND/OR CERTIFICATION.



FROM THE COURSE DIRECTOR

Seasonal Law Enforcement Training Program

Temple University
Department of Criminal Justice
523 Gladfelter Hall
1115 West Berks Street
Philadelphia, Pennsylvania 19122

Dear Prospective Applicant:

Thank you for your recent inquiry concerning Temple University's Seasonal Law Enforcement Training Program (SLETP). Our summer class is scheduled to begin on May 19, 2014, and our fall class is scheduled to start on August 25, 2014. Formation of classes is dependent upon sufficient enrollment. Training will be conducted at the Ambler Campus of Temple University. Our campus is located off the Fort Washington exit of the Pennsylvania Turnpike. You may download a map from the University website at www.temple.edu/maps.

Reflecting the characteristics of the profession, this program is academically rigorous and is physically demanding. You must pass all academic examinations and practical skills evaluations in order to graduate. The program is likely not appropriate if you have experienced difficulty in formal schooling in the past, and/or do not feel that you are presently able to perform well in demanding physical activity.

Classes will be held Monday through Friday from approximately 7:45 AM to 5:00 PM, and sometimes until 7:00 PM. Because of the special facilities and activities required by this program, classes may begin earlier or end later on some days, and training is sometimes conducted on Saturdays. Students are required to attend <u>all</u> classes.

We intend to admit up to 26 candidates per class. Those being sponsored by the National Park Service will have priority. Basic eligibility requirements for all candidates include: minimum twenty-one (21) years of age by the time of SLETP completion, minimum of sixty (60) college credits successfully completed by start of the program (prior military service with honorable discharge may be substituted), current valid driver's license, and no disqualifying criminal record. Applicants who fail to meet these basic eligibility criterions will not be admitted to the program.

Once we have received and evaluated your application, you may be invited to proceed to the next phase. Once we have received a reasonable number of applicants, a waiting list will be created. Applicants placed on the waiting list will be considered for admission if others drop out or fail to qualify. Aside from the May and August 2014 academies, we do not expect to offer another program before May 2015.

Before completing this document, I encourage you to thoroughly familiarize yourself with our program and to make your decision to apply for admission to this program with careful deliberation and an honest and realistic assessment of your desire and ability to make law enforcement your career. This is a rigorous program and a significant investment of your time, energy, and money.

The fee that must accompany the formal application is \$50.00. This fee is non-refundable unless it is received subsequent to the close of the admission process for that year. After your formal application is received and evaluated, you may be invited to participate in a physical efficiency battery and to sit for a panel interview. If you are offered conditional admission, you will be required to make a tuition deposit which is non-refundable unless you are disqualified by the results of any subsequent examinations. In all cases, the balance of the \$5,665.00 tuition must be paid by the first day of classes.

All students admitted to the SLETP will be required to pay a Uniform/Equipment/Textbook fee of \$800.00. This course fee covers the purchase of uniforms, textbooks, ear and eye protection, gun cleaning kits, and appropriate physical training active wear. Student study guides and handouts will be provided by the academy. You may be required to obtain small items such mouth guards and elbow/knee pads that become your property.

It has been our experience that students should carefully consider purchasing supplemental tuition insurance as this is a physical course. In the event of a medical emergency, a physical injury, or an exigent circumstance that would prevent a student from completing the course, this type of insurance would provide coverage for a tuition refund as a supplement to the regular Temple refund policy. Those who are accepted to the SLETP will be offered more information about tuition insurance coverage.

The link to the Pennsylvania State Police Request for Criminal History Record (form SP4-164) will be supplied to you in the SLETP application. Form SP4-164 can be either downloaded or completed online via the Pennsylvania Access to Criminal History (<u>ePATCH</u>) website along with the appropriate fee.

The cost of physical and psychological examinations will vary depending on the examiners that you select. The physical examination (form SP8-300C) may be completed by your family doctor or any state-licensed physician. The psychological examination (form SP8-300D) must be completed by a psychologist or psychiatrist licensed in your state of residence.

Students will be required to show proof of health insurance coverage at the start of the SLETP and must maintain coverage throughout the program. Off-campus housing options exist and Temple staff will make reasonable efforts to provide students with this information. However, students are responsible for final arrangements and all costs associated with off-campus housing. You may request additional clarification about these and other Temple University policies by calling (267) 468-8600 or by sending an e-mail to aluongo@temple.edu.

If you are committed to pursuing a career in law enforcement and if you feel that your motivation, judgment, integrity, physical and intellectual abilities will place you among our best applicants this year, we look forward to receiving your formal application.

Sincerely,

Anthony J. Luongo

Arthony J. Juongo

Course Director, Seasonal Law Enforcement Training Program

COURSE DESCRIPTION & ELIGIBILITY REQUIREMENTS

Seasonal Law Enforcement Training Program (SLETP) at Temple University

FORM R-3

(Revised 12/13)

OVERVIEW

Temple University is Accredited by the Federal Law Enforcement Training Accreditation (FLETA) Board and authorized by the National Park Service (NPS) to conduct seasonal law enforcement training for park rangers. Students who graduate from the Temple University Seasonal Law Enforcement Training Program (SLETP) will have met the training requirements for certification that is required to serve as a seasonal law enforcement ranger in the National Park Service (NPS). In addition, completion of this program may meet the required training standard for other federal, state, and local land management / park service agencies.

The SLETP is over 500 contact hours of instruction and is academically rigorous. Temple University currently offers six (6) academic credits for successful completion of the entire program. Classes are conducted on a full-time basis, five days per week, eight hours per day, and require approximately thirteen (13) weeks to complete. Enrollment is comprised of up to twenty-six (26) students in each class. All students commute to training each day, although local, off-campus housing options exist.

The federally approved curriculum includes training in communications skills, human relations, driver training, ethics, basic tactics and self-defense, patrol procedures, federal criminal law and procedure, and firearms, among other subjects. Students are required to successfully complete numerous written examinations and skill performance evaluations in order to graduate. Proper demeanor, grooming, dress, punctuality, and attention to duty are a part of the training regimen.

Temple University's SLETP offers training beyond the core curriculum required by the National Park Service - Law Enforcement Training Center (NPS-LETC). Students who graduate from the SLETP will leave having completed thirteen weeks of physical fitness conditioning, trained with a state-of-the-art firearm simulator, and practiced with less-than-lethal force options in oleoresin capsicum aerosol (pepper spray), expandable baton, and electronic control weapons. Students will have learned how to properly take fingerprints and will become familiarized with proper protocols for securing crime scenes. Students will have an understanding of the sensitive subject of law enforcement suicide and learned techniques in stress management. In the final weeks of the academy, students will receive advanced instruction in the use of force, report writing, courtroom testimony, operational leadership, and professional conduct.

BASI C ELI GI BI LI TY QUALI FI CATI ONS

A minimum twenty-one (21) years of age, by the time of SLETP completion;

A current, valid driver's license;

A minimum of sixty (60) college credits successfully completed by start of the program (Prior military service with honorable discharge may be substituted);

No disqualifying criminal record;

A completed, signed application.

APPLI CATI ON FEE

The fee that must accompany the formal application is \$50.00. This fee is non-refundable unless it is received after the admissions process has closed for that year. The application fee must be paid by certified personal check, cashier's check, or money order made out to "Temple University." Please write "SLETP Application/University College" in the memo section.

MAILING INSTRUCTIONS

Advisory	Applicants should submit the formal application along with their \$50.00 application fee to the address provided. Supporting documents should be mailed to the academy office as they are obtained. Applicants are strongly advised to make photocopies of all materials for their own records.	Mail to	Temple University Seasonal Law Enforcement Training Program West Hall, Room 122 580 Meetinghouse Road Ambler, Pennsylvania 19002 Telephone (267) 468-8600				

FORMAL APPLICATION & PERSONAL HISTORY

Seasonal Law Enforcement Training Program (SLETP) at Temple University

FORM R-3 (Revised 12/13)

INSTRUCT	IONS											
Advisory	Applicants should utilize Adobe Acrobat or Miccomplete this form fully and accurately. If you are a computer, please print or type legibly. If you nadd additional pages and identify the information item does not apply to you, indicate by entering Notes.			to utilize a space, n. If an	Note	incorr you fr reque consid	rect rom estec dera	ments are subjects statements or o consideration. To will not nection. Please indiging. If both, note	missions ruthful staressarily elicate the	may b temen exclud class	oar or rents to any le you for which	emove y item from h you
01 40050												
CLASSES	TU-14-06					TU-	14.	-07				
	May 19, 2014 to August 18, 2014					Aug	us	t 25, 2014 to	Decer	nbei	r 1, 20	114
PERSONAL												
Last Name	-		First					M.I.	Sex			
Current Addre	ess							Apartment/Uni	t #			
City			State					ZIP				
Telephone			Cell Pho	one								
Previous Add	ress			Apartment/Unit					it #			
City			State	State				ZIP				
Date of Birth		Place of E	Birth					D# (Temple lents only)				
Driver's Licen	ver's License # State Issuing			Expiration Date								
E-mail Addres	ss											
•	zen of the United States?	YES 🗌	NO 🗌		are you a lawf	ful pern	nan	ent resident?	YES		NO L	
age?	nimum eighteen (18) years of	YES	NO 🗌	If yes, data a								
Do you posse license?	ess a current, valid driver's	YES	NO 🗌	If yes, data a								
Have you eve suspended or	er had your driver's license revoked?	YES 🗌	NO 🗆	If yes, describe in detail below.								
Have you suc	ccessfully completed any s?	YES	NO 🗆	If yes, fill in data below.								
Have you ser National Gua	ved in the U.S. Military or rd?	YES	NO 🗌	If yes, data b								
	pate the need for off-campus attending this program?	YES	NO 🗌	If no,	will you be co	mmutir	ng b	by automobile?	YES [NO [
	olied to any other Seasonal nent Training Program?	YES	NO 🗌	If yes, and w	where hen?							
Have you eve	er been dismissed from any nent Training Program?	YES	NO 🗆	If yes,	describe ail below.							
Have you eve	er been arrested or charged	YES	NO 🗌	If yes,	describe							

in detail below.

with a violation of the law?

EDUCATI ON											
College/ University				Address							
3							Number of Credits Successfully Completed				
Did you graduate?	YES 🗌 N	10 🗆	From					То			
College/ University				Address							
Degree & Major				G.P.A. / scale				er of Crec ssfully Co			
Did you graduate?	YES 🗌 N	10 🗆	From			'		То			
High School			Address			'					
From	То	Did you	graduate?	YES 🗌	NO 🗆	Degre Diplon					
MILITARY SERV	/I CE										
Branch							Fr	om	То		
Rank at Discharge							Ту	pe of Disc	charge		
If other than honora	able, explain.										
List military occupat relevant training.	tion and any										
List all medals and	decorations.										
CRI MI NAL JUST	FI CE EVDEE	I ENCE									
Have you ever been criminal justice age	employed by		YES	NO 🗆	If so, which	ch?					
Have you ever been by a criminal justice	denied emplo	yment	YES	NO 🗆	If yes, exp	olain.					
.,											
CREDIT											
Have you ever filed	for bankruptc	y?	YES	NO 🗌	Has any c gone 90-d				me ever ons status?	YES	NO 🗌
Have you ever been judgment rendered pending civil actions	against you?		YES	NO 🗌	If yes, exp	olain.					
SOCI AL NETWO	RKING										
Do you have one or networking account			YES 🗌	NO 🗆	If yes, wh	ich?					

REFERENCES - PROFESSION	IAL					
Please list TWO professional referen	nces.					
Full Name		Relationship / Years				
Company		Phone ()				
Address						
Full Name		Relationship / Years				
Company		Phone ()				
Address						
REFERENCES - PERSONAL						
Please list TWO personal references	<u> </u>					
Full Name	,	Relationship / Years				
Address		Phone ()				
Full Name		Relationship / Years				
Address		Phone ()				
EMPLOYMENT HISTORY						
Company 1		Phone ()				
Address		Supervisor				
Job Title						
Responsibilities						
From To	Reason for Leaving					
May we contact your current superv	risor for a reference? YES	NO 🗆				
Company 2		Phone ()				
Address		Supervisor				
Job Title						
Responsibilities						
From To	Reason for Leaving					
May we contact your previous super	rvisor for a reference? YES	NO 🗆				
Company 3		Phone ()				
Address		Supervisor				

Job Title						
Responsibilities						
From To	From To Reason for Leaving					
May we contact your previous superv	visor for a reference? YES	NO 🗆				
Company 4		Phone ()				
Address		Supervisor				
Job Title						
Responsibilities						
From To	Reason for Leaving					
May we contact your previous superv	visor for a reference? YES	NO 🗆				
FI REARMS BACKGROUND AN	ID QUESTI ONNAI RE					
	QUESTIONS WILL DETERMINE AN IN UST BE COMPLETED AND SIGNED BY		′ A FIREARM A	ND OBTAIN		
Have you ever been arrested or comments.	charged with a violation of the law?					
If YES, explain below and indicate (Citations for illegal parking may be o	YES	NO 🗌				
Date:						
Location:						
Agency:						
Charge: Disposition:						
Disposition.						
2. Have you ever been convicted of a crime enumerated in the Pennsylvania Uniform Firearms Act, § 6105(b)? (Crimes listed under § 6105 appear on the next page.)						
3. Have you ever been convicted of an offense under the Act of April 14, 1972 (P.L. 233, No. 64) know as the Controlled Substance Drug Device and Cosmetic Act that may be punishable by a term of imprisonment exceeding two years?						
4. Are you an individual who has been adjudicated delinquent by an court for conduct which, if committed by an adult, would constitute one of the crimes code sections preceded by an asterisk (*) on the following page in § 6105(b)?						
a. Are you an individual who has be constitute an offense enumerated un	YES 🗆	NO 🗆				
b. Has it been 15 years since the del	inquent adjudication?		YES 🗌	NO 🗆		
c. Are you 30 years of age or older?				NO 🗆		

5. Are you a United States citizen? If NO, enter Immigration Identification No	YES 🗌	NO 🗆
6. Are you subject to an active Protection from Abuse Order, which provides for the confiscation of firearms during the period of time the order is in effect?	YES 🗌	NO 🗆
7. Have you ever been convicted of a misdemeanor crime of domestic violence? (The conviction must be for misdemeanor-graded offense and have, as an element, the use or attempted use of physical force, or the threatened use of a deadly weapon, committed by a current or former spouse, parent, or guardian of the victim, by a person with whom the victim shares a child in common, by a person who is cohabiting with or has cohabited with the victim as a spouse, parent, or guardian, or by a person similarly situated to a spouse, parent, or guardian of the victim).	YES	NO 🗆
8. Are you a fugitive from justice?	YES 🗌	NO 🗆
9. Have you ever been adjudicated as an incompetent or been involuntarily committed to a mental institution for inpatient care and treatment under § 302, § 303, or § 304 of the Pennsylvania Mental Health Procedures Act (The Act of July 9, 1976, P.L. 817, No. 143).	YES 🗌	NO 🗆

FI REARMS BACKGROUND AND QUESTI ONNAI RE, CONTI NUED

18 PA C.S. § 6105 (A):

PROHIBITS PERSONS CONVICTED OF ANY OF THE FOLLOWING OFFENSES UNDER 18 PA C.S. FROM POSSESSING, USING, CONTROLLING, TRANSFERRING, MANUFACTURING, OR OBTAINING A LICENSE TO POSSESS, USE, CONTROL, TRANSFER, OR MANUFACTURE A FIREARM IN THE COMMONWEALTH OF PENNSYLVANIA. A CONVICTION INCLUDES A FINDING OF GUILTY OR THE ENTERING OF A PLEA OF GUILTY OR NOLO CONTENDERE. WHETHER OR NOT JUDGMENT HAS BEEN IMPOSED, AS DETERMINED BY THE LAW OF THE JURISDICTION IN WHICH THE PROSECUTION WAS HELD. THE TERM DOES NOT INCLUDE A CONVICTION WHICH HAS BEEN EXPUNGED OR OVERTURNED OR FOR WHICH AN INDIVIDUAL HAS BEEN PARDONED UNLESS THE PARDON EXPRESSLY PROVIDES THAT THE INDIVIDUAL MAY NOT POSSESS OR TRANSPORT FIREARMS.

18 PA C.S. § 6105 (B):

§ 908	Prohibited Offensive Weapons.	§ 3921	Theft by Unlawful Taking or Disposition, Upon
§ 911	Corrupt Organizations.		Conviction of the Second Felony Offense.
§ 912	Possession of a Weapon on School Property.	* § 3923	Theft by Extortion, When the Offense is
* § 2502	Murder.		Accompanied by Threats of Violence.
* § 2503	Voluntary Manslaughter.	§ 3925	Receiving Stolen Property, Upon Conviction of
§ 2504	Involuntary Manslaughter, If Offense is		the Second Felony Offense.
	Based on the Reckless Use of a Firearm.	§ 4912	Impersonating a Public Servant, if the Person is
* § 2702	Aggravated Assault.		Impersonating a Law Enforcement Officer.
* § 2703	Assault by a Prisoner.	§ 4952	Intimidation of Witnesses or Victims.
* § 2704	Assault by a Life Prisoner.	§ 4953	Retaliation Against Witness or Victim.
§ 2709	Harassment and Stalking, If the Offense Relates to	§ 5121	Escape.
Ū	Stalking.	§ 5122	Weapons or Implements for Escape.
* § 2901	Kidnapping.	§ 5501	Riot, If the Offense Relates to a Firearm or Other
§ 2902			Deadly Weapon.
§ 2910	Luring a Child into a Motor Vehicle.	§ 5515	Prohibiting of Paramilitary Training.
*§ 3121	Rape.	§ 6110.	1 Possession of a Firearm by Minor.
*§ 3123		§ 6301	Corruption of Minors.
§ 3125		§ 6302	Sale or Lease of Weapons and Explosives.
*§ 3301	Arson and Related Offenses.	3	
§ 3302	Causing or Risking Catastrophe.		
* § 3502	Burglary.	ANY OFF	ENSE EQUIVALENT TO ANY OF THE ABOVE-
§ 3503	• ,		ATED OFFENSES UNDER THE PRIOR LAWS OF THIS
8 0000	Felony of the Second Degree or Higher.		IWEALTH, OR ANY OFFENSE EQUIVALENT TO ANY OF
* § 3701	Robbery.		VE-ENUMERATED OFFENSES UNDER THE STATUTES
•	Robbery of Motor Vehicle.		OTHER STATE OR OF THE UNITED STATES.
§ 3702	nobbery of Motor Verlicie.	OF AINY C	THEN STATE ON OF THE UNITED STATES.

I HEREBY CERTIFY THIS FORM CONTAINS NO MISREPRESENTATION OR FALSIFICATIONS, OMISSIONS OR CONCEALMENT OF MATERIAL FACT AND THAT THE INFORMATION GIVEN IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND BELIEF AND THAT I AM SIGNING THIS DOCUMENT WITH THE FULL UNDERSTANDING THAT ANY FALSE INFORMATION OR STATEMENT WILL SUBJECT ME TO THE CRIMINAL PENALTIES OF 18 PA.C.S.A § 4904, RELATING TO UNSWORN FALSIFICATION TO AUTHORITIES, AND COULD RESULT IN PERMANENT DISQUALIFICATION AS A POLICE OFFICER OR LAW ENFORCEMENT OFFICER.				
Signature Date				
BACKGROUND SUI TABI LI TY				
Various Federal and State laws prohibit persons convicted of certain crimes from the possession or use of firearms or participation in law enforcement training. Have you ever been arrested or charged with a violation of the law? If yes, list any arrests or criminal complaints you have been subject to, their dates and outcomes in the space below. Also list any serious traffic citations you have received for offenses that could or did result in a suspension of your driver's license and/or criminal charges. If you have none, check "None" and write "Not Applicable" below.	YES 🗆	NONE		
Are there any other incidents in your life not mentioned herein which may reflect upon your suitability to attend the program or perform the duties of a law enforcement officer, or which might require further explanation? If YES, explain below. If you have none, check "No" and write "Not Applicable" below.	YES 🗆	NO 🗆		
PHYSI CAL FITNESS & READINESS				
The SLETP is physically challenging and requires that students reach a certain level of fitness before they are certified to graduate. Do you have any medical, physical, or other conditions that may impact on your ability to perform exercise and strenuous physical activities? If yes, list all in space below. Also identify any surgeries you have had, and/or any chronic conditions that require ongoing medication or treatment such as diabetes, asthma, arthritis, color blindness, or hearing impairment. If you have none, check "None" and write "Not Applicable" below.	YES 🗆	NONE		
The SLETP requires participation in and exposure to irritants such as O.C. Pepper Spray. Do you have any medical, physical, or other conditions that may impact on your ability to fully participate in this type of activity? If yes, list all in space below. If you have none, check "None" and write "Not Applicable" below.	YES 🗆	NONE		

SUPPORTING EVI DENCE AND DO	SUPPORTING EVI DENCE AND DOCUMENTATION					
· ·			check status of each. Note: Do not delay submission of your application can be mailed directly to Temple University at the address listed below.			
1. Driver's License	YES	NO 🗌	A photocopy of your valid driver's license.			
2. Driver's History Record	YES 🗌	NO 🗌	An original Driver's History Record from the PA Department of Transportation (via web): http://www.dmv.state.pa.us/ Note: If out-of-state, provide resident state driver's history record.			
3. Proof of Health Insurance	YES	NO 🗌	A photocopy of your valid health insurance card.			
4. Personal Statement	YES 🗌	NO 🗆	Discuss, in 500-750 words, your professional objectives, and indicate how your past experiences have contributed to these objectives.			
5. Criminal Record Check (SP 4-164)	YES 🗌	NO 🗌	An original Criminal History Record from the PA State Police (via web): https://epatch.state.pa.us/ Note: If out-of-state, provide both resident state and PA criminal records checks.			
6. Physical Examination (SP 8-300C)	YES 🗌	NO 🗆	Form should be completed by a licensed physician and then mailed to Temple University SLETP. The form can be downloaded: http://www.temple.edu/cjtp/pdfs-nps/SP8-300C Physical.pdf			
7. Professional Letter of Reference (1)	YES	NO 🗌	An accurate and concise summary of his/her knowledge of you and your qualifications and aptitude.			
8. Personal Letter of Reference (1)	YES 🗌	NO 🗌	An accurate and concise summary of his/her knowledge of you and your suitability for a career in law enforcement.			
9. High School Transcript	YES	NO \square	An official transcript.			
10. College Transcript (s)	YES	NO 🗌	An official transcript.			
11. Military Personnel DD Form 214	YES	NO 🗌	A copy of Certificate of Release or Discharge From Active Duty.			
12. Other Qualifications / Skills	YES 🗌	NO 🗌	A list of pertinent qualifications or skills (Sports/Athletics, First Aid/CPR, Trades, Hobbies, Professional Licensure, Second Languages)			
13. Referral Source	YES	NO \square	A statement briefly describing how you were referred to or learned about the Seasonal Law Enforcement Training Program at Temple.			
14. Digital Photographs (2)	YES	NO 🗌	One passport sized full-face color photograph; One open-format color photograph of you engaged in an outdoor activity.			
15. Application Fee of \$50	YES	NO 🗌	A certified check or money order payable to "Temple University". This fee is non-refundable. Please write "SLETP Application/Univ. College" in memo section.			
AFFIRMATION AND SIGNATURE						
	ment Training	g Program	cation is, to the best of my knowledge, true and complete. I authorize to make such inquiries as is necessary to verify the information I have			
(2) I UNDERSTAND that if I have withheld or given false information that I may be denied admission or dismissed from the Temple University Seasonal Law Enforcement Training Program.						
(3) I ACKNOWLEDGE and accept the To admission, tuition and fees, and physical t	•	-	nal Law Enforcement Training Program's policies on basic eligibility for			
(4) I UNDERSTAND application to the Ten	nple Universit	y Seasonal	Law Enforcement Training Program's does not guarantee admission.			
Signature			Date			

MAILING INSTRUCTIONS							
Advisory	Applicants should submit the formal application along with their \$50.00 application fee to the address provided. Supporting documents should be mailed to the academy office as they are obtained. Applicants are strongly advised to make photocopies of all materials for their own records.	Mail to	Temple University Seasonal Law Enforcement Training Program West Hall, Room 122 580 Meetinghouse Road Ambler, Pennsylvania 19002 Telephone (267) 468-8600				