

**FEDERAL OFFICERS ELIGIBILITY REQUIREMENTS PLEASE READ
ENTIRE PACKET**

After completion of some basic training, TCOLE Rule 219.2 allows eligible applicants to take the State Licensing Exam based on their prior service as Federal Investigators. This preliminary application will help us determine if you have the minimum required training and service time to be eligible for reciprocity under TCOLE Rule 219.2. Further instructions will be sent to those who qualify.

The length of previous service time and the date of your last active appointment will determine how much basic training you must complete to earn an endorsement to take the State Licensing Exam. Do not make career or life-changing decisions prior to completing the entire application process. Incomplete or incorrect forms and illegible documents will be automatically rejected and returned to the applicant.

It is highly recommended that before submitting this preliminary application you review the Minimum Standards for Initial Licensure (Rule 217.1), which is posted under “Help and Resources” on our website at: www.tcole.texas.gov All applicants (regardless of past service) must meet every prerequisite listed there.

One of those mandatory requirements is to submit your fingerprints through “Fingerprint Application Services of Texas (FAST). A detailed instruction form is included below. If you have additional questions, call (512) 936-7700. **If you do not have a FAST location in your area, please call our office to have a FAST application plus hard cards mailed to you.**

PLEASE READ THE FOLLOWING CAREFULLY

SERVICE TIME AND COURSE REQUIREMENTS: Do not start any of the training listed below prior to your application being approved by TCOLE. Training completed prior to approval will not be credited.

Years of full-time service	Courses required
If you meet one of the following Less than 10 years of full-time service AND Less than 10 years from last full-time appointment OR More than 10 years of full-time service AND More than 10 years from last full-time appointment OR More than 10 years of full-time service AND Less than 10 years from last full-time appointment	#1018 – Texas Supplemental Peace Officer Course #1850 – CIT #4065 – Canine Encounters #7887 – Interacting with drivers deaf or hard of hearing #3270 – Human Trafficking #1849 – De-escalation Techniques #30418 – Civilian Interaction Training

Please note, if you have less than 10 years of full-time service AND more than 10 years from last full-time appointment (TCOLE uses the END date of your last full-time appointment), you must attend an in-person Basic Peace Officer academy in Texas.

If your federal application is approved, you will receive a confirmation email and you can begin to complete the above courses.

Once approved, you will have 180 days to complete all coursework. If the time expires, you will be required to begin the application process again, including the FAST process.

Failure to pass the state exam after the last remaining attempt will require you to retake a basic licensing course before being issued another endorsement. Failure to complete all attempts in the allotted time will require you to complete the basic licensing course to receive another endorsement. Please refer to Rule 219.1(e).

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. Only these persons are eligible for this application. Prior training will be evaluated and approved by the Commission to ensure 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) Special Agents of the Office of Export Enforcement of the United States Department of Commerce
- (16) Special Agents of the Criminal Investigation Command of the United States Army
- (17) Special Agents of the Office of Special Investigations of the United States Air Force
- (18) A police officer with the Office of Security and Law Enforcement of the United States Department of Veterans Affairs
- (19) 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.
- (20) 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
- (21) A commissioned law enforcement officer of the National Parks Service
- (22) A Special Agent or Law Enforcement Officer of the United States Forest Service; and
- (23) 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 agencies and in a **full-time** paid capacity for 2 continuous years. 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). Individual has never received a dishonorable discharge.

Required Documents to Accompany the Application to Determine Eligibility:

1. A copy of the basic training certificate 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 copy of a Federal Agent's License or Credentials;
3. A statement from the 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 statement from your employing agency(s) stating **full time service** as a 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 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.



FINGER PRINT INSTRUCTION FORM

TEXAS COMMISSION ON LAW ENFORCEMENT

(TCOLE/Service Code 11G4J8)

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: **11G4J8**
 - 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 (**11G4J8**), then call **888.467.2080**;
 - b. MorphoTrust will prompt you for the Service Code (**11G4J8**);
 - c. Schedule your appointment accordingly.
2. Arrive at your scheduled appointment with your photo identification and fee (see IdentoGo for fee).
 - 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.tl1enrollment.com/state/forms/tx/55fc619a7f7aa.doc>
 - MorphoTrust accepts Visa/MasterCard/Discover/AmericanExpress, 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/workflows/11G4J8> 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
6330 E. Hwy. 290, Suite 200
Austin, TX 78723-1035
www.tcole.texas.gov

Federal Officers Eligibility Form

THIS IS NOT AN APPLICATION

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

**Incomplete forms or documentation will be returned. Please allow at least 2-4 weeks for processing.
Please type or print all information.**

Date of application: _____

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

Drivers' License Number: _____ State: _____

Date of Birth: _____ U. S. Citizen ____ Yes ____ No Education: ____ High School Diploma ____ GED

Address: _____ City: _____ State: _____

Zip Code: _____ Phone Number: _____ Email: _____

(5112) Federal Officers: Documents must bear original certification seals or stamps. Detailed documentation requirements are listed in the eligibility form instructions.

1. ___ A copy of the basic training certificate
2. ___ A statement from the 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 certificate.
3. ___ A copy of the federal agent's license or credentials
4. ___ A statement from your employing agency(s) stating full-time service as a federal agent
5. ___ A 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 ____/____/____

Notary Seal or Stamp

Printed Name of Notary

Signature of Notary

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
10. Home Mailing Address		11. City		12. State
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. Email	
21. Select One Completed: <input type="checkbox"/> High School <input type="checkbox"/> GED				

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 utilize a TCOLE system as an authorized user for this agency

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 instructor certificate for Applying
- Retired Federal Firearms ID
- Applying for consideration of prior out-of-state, federal, military, special forces or TDCJ training.

 Signature of Applicant Date