TEXAS COMMISSION ON LAW ENFORCEMENT

6330 E. Highway 290, STE. 200, Austin, Texas 78723-1035
Phone: (512) 936-7700
http://www.tcole.texas.gov

SEPARATION OF LICENSEE (F-5)

LICENSEE INFORMATION (Occupations Code 1701.452)

Non-refundable $35 fee for paper form. Money order, agency or cashier's check. (5541)

1. TCOLE PID	2. Last Name.	3. First Name	4. M.I.	4. Suffix (Jr., etc.)

5. Date of Birth	6. Home or Permanent Mailing Address	7. City

8. State	9. Zip Code	10. Phone Number	11. Email

12. APPOINTMENT

☐ Peace Officer ☐ County / Contract Jailer ☐ Telecommunicator ☐ Medical Corporation P.O.
☐ Public Security Officer ☐ Reserve Officer (licensed reserve or conditional only

13. TCOLE Agency Number	14. Appointing Agency

15. DESIGNATION OF SEPARATION: (Check only one).
Report must be submitted not later than the seventh business day after the date the license holder:
(1) resigns, retires, or separates from the agency: or
(2) exhausts all administrative appeals available to the license holder if the license holder was terminated based on an allegation of misconduct. Occupations Code 1701.452.

16. Date Appointed: _____ 17. Separation Date: _____

☐ **Honorably Discharged**
Retired, resigned, or separated from employment with or died while employed by a law enforcement agency while in good standing and not because of pending or final disciplinary actions or a documented performance problem.

☐ **General Discharge**
(A) was terminated by, retired or resigned from, or died while employed by a law enforcement agency and the separation was related to a disciplinary investigation of conduct that is not included in the definition of dishonorably discharged; or
(B) was terminated by or retired or resigned from a law enforcement agency and the separation was for a documented performance problem and was not because of a reduction in workforce or an at-will employment decision.

☐ **Dishonorably Discharged**
(A) was terminated, by a law enforcement agency or retired or resigned in lieu of termination by the agency in relation to allegations of criminal misconduct; or
(B) was terminated, by a law enforcement agency or retired or resigned in lieu of termination by the agency for insubordination or untruthfulness.

ATTENTION LICENSEE:

To appeal this F-5 Report, you must complete and submit to TCOLE a "Petition to Correct" form within 30 days after receipt.
If this is your second dishonorable discharge on an F-5 Report, your license will be suspended upon TCOLE's receipt of this document. Failure to timely appeal a second dishonorable discharge with a petition to correct form will result in the revocation of your license.

18. I, chief administrator or designees, attest that this is a true and accurate explanation of the circumstances under which this person resigned or was terminated.

A copy of this F-5 was provided to the person as required by Occupations Code 1701.452, in 7 business days by:

☐ Hand delivery on _____ Date ☐ Certified mail on _____ Date

Agency Administrator or Designee (Type or Print) Signature Date