



# Entry-Level Police Officer Informational Booklet

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Civil Service Commission, February 2026

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# EMPLOYMENT QUALIFICATIONS & REQUIREMENTS

## MINIMUM QUALIFICATIONS

You must meet all minimum qualifications to be an eligible candidate for the Entry-Level Police Officer position. You will be automatically disqualified if you do not meet one or more of these requirements:

- ▶ **Colorado Residency:** You must be a legal resident of the State of Colorado at the time of appointment (hire). There is no minimum time limit to establish residency.
- ▶ **Age:** You must be twenty-one (21) years of age or older on or before the date of application. Acceptable proof of age will be required if selected to proceed beyond the written test.
- ▶ **Education:** You must have a high school diploma or a General Equivalency Diploma (GED) on or before the date of application. Acceptable proof of a high school diploma or GED certificate will be required if selected to proceed beyond the written test.
- ▶ **Driver's License:** You must possess a valid automobile driver's license at the time of application. You must maintain any licensing requirements of the respective department.
- ▶ **Character and Background:** Applicants must be of good moral character, as required by the Charter of the City and County of Denver. In reviewing the applicant's character and background, the Civil Service Commission will consider the standards of ethical conduct, integrity, and honesty that shall guide the behavior of a member of the Denver Police Department.

## OTHER JOB REQUIREMENTS

- ▶ You must be eligible for [Colorado Peace Officer Standards and Training \(POST\)](#) <sup>[1]</sup> Certification (or state equivalent).
- ▶ You cannot have any felony convictions or legal impediments <sup>[A]</sup> to your ability to perform the essential job functions.
- ▶ You must be able to legally possess a firearm.

## DUTIES & RESPONSIBILITIES

You must be capable of performing the essential job functions of an Entry-Level Police Officer with or without reasonable accommodation. All phases of the application process are designed to measure your ability to perform these functions.

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[A] 'Legal Impediment' is defined as any element of an applicant's criminal history that reasonably would have a significant impact on their ability to perform the essential functions of the position in question or that reasonably would have a significant impact on their ability to obtain any license or certification necessary to perform the essential functions of the position. (Adopted April 15, 2011).

## OVERVIEW OF DUTIES

- ▶ Investigate criminal activity
- ▶ Suppress crime
- ▶ Protect life and property
- ▶ Apprehend and arrest violators of criminal and traffic laws
- ▶ Regulate non-criminal conduct
- ▶ Patrol assigned sector/precinct/area
- ▶ Investigate unusual people and circumstances
- ▶ Respond to police calls (as ordered by dispatcher)

## SALARY & BENEFITS

### 2025 SALARY

- ▶ **Police Recruit** – \$71,633 <sup>[2]</sup>
  - If hired, you would receive this salary starting on the first day of the Denver Police Academy. You may receive an increased salary one year from your academy graduation date.

### BENEFITS

- ▶ Paid sick leave and vacation
- ▶ Medical and dental insurance
- ▶ Uniforms and most equipment furnished
- ▶ [Pension plan](#) <sup>[3]</sup>
- ▶ Support of our employee organizations to assist you before you become a Denver Police Officer and during your career
  - [Denver Police Protective Association \(PPA\)](#) (Our Police Union) <sup>[4]</sup>
  - [Denver Black Police Officer Organization](#) <sup>[5]</sup>
  - [Denver Police National Latino Police Officers Association](#) <sup>[6]</sup>

For more information about pay and benefits, visit the [Denver Police Recruitment site](#).<sup>[7]</sup>

## WORK SCHEDULE

Your work schedule will depend on which of the six (6) district stations you are assigned to. Some stations operate on eight (8)-hour shifts, while others use ten (10)-hour shifts. Police officers are scheduled across three (3) daily shifts based on staffing needs, with shift assignments generally determined by seniority. Weekend, evening, and holiday work is typically required.

# POLICE ACADEMY

Applicants are considered for police academy classes based on the examination results and hiring needs. Only a limited number of individuals will progress through all examination phases.

## OVERVIEW

- ▶ The academy training program lasts twenty-five (25) to twenty-eight (28) weeks for entry-level police recruits.
- ▶ Recruits work an eight (8)-hour day, five (5) days a week, with a half (½) hour lunch.
- ▶ Training includes night sessions and days that may exceed regular hours.
- ▶ No outside employment (part-time or full-time) is allowed during the academy.
- ▶ Includes academic and skills-based curriculum.

## CURRICULUM

- ▶ Patrol Procedures and Tactics
- ▶ Vehicle Stops
- ▶ First Aid and CPR
- ▶ Physical Fitness
- ▶ Arrest Control and Self-Defense Techniques
- ▶ Colorado State Statutes and Denver Municipal Code
- ▶ Use of Force Considerations
- ▶ Ethics
- ▶ Crime Scene Investigations and Interviewing
- ▶ Firearms
- ▶ Accident Investigations
- ▶ Physical Abilities Testing
- ▶ Scenario-Based Exercises
- ▶ Defensive Emergency Vehicle Operations
- ▶ Computer-Based Report Writing and DPD Forms
- ▶ Dealing with the Public and Community Diversity
- ▶ Force on Force [Simunition](#) <sup>[8]</sup>

## PHYSICAL FITNESS TRAINING

- ▶ Fitness training includes running, aerobics, weightlifting, and nutrition.
- ▶ The DPD utilizes the [BARWIS Performance Program](#) <sup>[9]</sup>, which features professional coaching that is focused on injury prevention and performance enhancement.
- ▶ Recruits are tested using the [Army Physical Fitness Test \(APFT\)](#) <sup>[10]</sup>
- ▶ Participation is mandatory.

## TESTING & INSPECTIONS

- ▶ You must pass multiple written exams based on academy coursework.
- ▶ A minimum passing score is required; failure may result in termination.
- ▶ Uniform and equipment inspections are routine, sometimes unannounced.

## EQUIPMENT & COSTS

- ▶ You must purchase personal equipment, including a firearm, holster, flashlight, and exercise gear.
- ▶ Equipment costs may exceed \$2,000.
- ▶ Within one month of employment, you will receive:
  - \$1,200 voucher for soft body armor.
  - \$875 uniform and equipment allowance.

## TRAVEL FOR TESTING

The Denver Police Department welcomes applications from qualified candidates nationwide. Below is a breakdown of which application and testing steps can be completed remotely, and which require in-person attendance.

### WHAT REQUIRES IN-PERSON ATTENDANCE?

#### Polygraph

- ▶ Must be completed in person with one of the Commission's approved vendors.

#### Physical Ability Test (PAT)

- ▶ The PAT must be completed in person.

#### Drug Screen

- ▶ Typically conducted in Denver, but alternate options may be available for out-of-state-applicants

#### Fingerprinting

- ▶ Typically conducted in Denver, but alternate options may be available for out-of-state-applicants

#### Physical Medical Examination (Post-conditional Offer)

- ▶ The post-conditional offer medical examination must be done in person. If you are an out-of-state applicant, you can complete this step at a location close to you.

### WHAT CAN BE COMPLETED REMOTELY?

#### Application Submission

- ▶ All applications must be submitted online. The Civil Service Commission website lists current [job openings](#).<sup>[11]</sup>

## Entry-Level Police Officer Written Test (NTN)

- ▶ This test can be completed virtually on a computer or mobile device.
- ▶ If you do not complete the written test ninety (90) days from the application date, your application will be disqualified from further consideration.

## Background History Questionnaire (BHQ)

- ▶ All required information can be submitted electronically.
- ▶ If you do not submit the completed BHQ within five (5) business days, your application will be disqualified from further consideration.

## Department Panel Interview (If required)

- ▶ Typically conducted in Denver, but virtual options may be available for out-of-state candidates.

## Job Suitability Assessment (JSA; Non-medical)

- ▶ Suitability assessment/interview may be completed virtually.

## Psychological Job Suitability Assessment (PJSA; Medical)

- ▶ Typically completed in Denver, but alternate options may be available for out-of-state applicants.

## TRAVEL & RELOCATION ASSISTANCE

- ▶ You are expected to pay for your own travel expenses for the in-person components of the application process.
- ▶ Relocation assistance is not available for this position.

## QUESTIONS

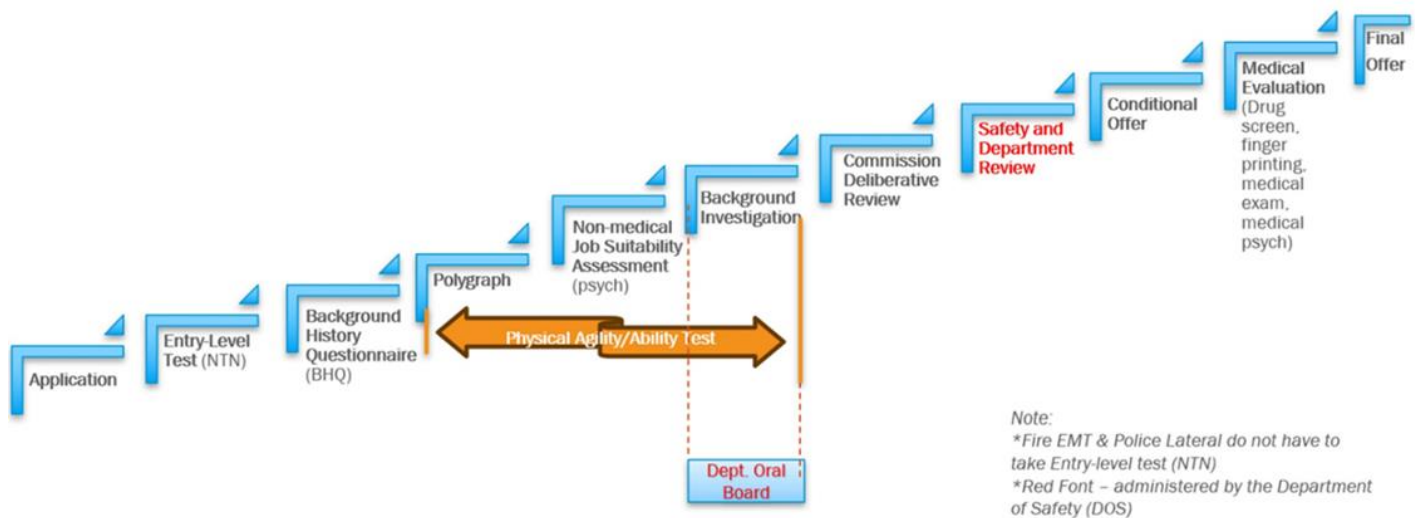
If you have additional questions about the application process, call the Civil Service Commission office at (720) 913-3371 or email [CSCInfo@denvergov.org](mailto:CSCInfo@denvergov.org).

**Business hours:** Monday – Friday

7:00 A.M. – 4:00 P.M.

*Excluding holidays*

# OVERVIEW OF THE CIVIL SERVICE COMMISSION HIRING PROCESS



## ENTRY-LEVEL POLICE OFFICER HIRING PROCESS

### ONLINE APPLICATION

- ▶ Check the City and County of Denver's website or the [Civil Service Commission's website](#)<sup>[12]</sup> for details on the application period.
- ▶ Ensure you meet all minimum qualifications before applying.

### ENTRY-LEVEL WRITTEN TEST (NTN)

- ▶ **Test time:** Approximately forty (40) to sixty (60) minutes.
- ▶ **Administration format:** Virtual; can be completed on a computer or a mobile device (i.e., cellphone, tablet).
- ▶ **Two test elements:**
  - Writing (multiple choice + writing)
  - Reading (multiple choice)
- ▶ **Passing score:** 80%
  - You must score at least 80% on each test element to pass the NTN test.
- ▶ The [National Testing Network \(NTN\) website](#)<sup>[13]</sup> provides additional information on the test, study guides, and [practice tests](#).<sup>[14]</sup>

## BACKGROUND HISTORY QUESTIONNAIRE (BHQ)

If you qualify for further screening/processing, you must complete a background history questionnaire.

Requested information includes but is not limited to, areas such as:

- ▶ General personal information
- ▶ Motor vehicle record
- ▶ Education and training
- ▶ Work experience
- ▶ Drug and alcohol use
- ▶ Military Service
- ▶ Legal information
- ▶ Personal and professional references

## POLYGRAPH

The polygraph is used to review your qualifications and suitability.

Information covered in the polygraph includes but is not limited to, areas such as:

- ▶ Previous work experience
- ▶ Previous disciplinary actions
- ▶ Criminal activity

## JOB SUITABILITY ASSESSMENT (JSA)

The Job Suitability Assessment (JSA) is used to determine if you are at significant risk for employment concerns as a police officer.

- ▶ This is a **non-medical evaluation**; it focuses on relevant behaviors, characteristics, and personality traits of applicants using a battery of written tests and an interview with a licensed psychologist.
- ▶ The JSA evaluates personality traits and behavior patterns that are essential for law enforcement officers.
- ▶ You must have an acceptable rating to continue in the examination process.
  - A *'Suitable'* rating indicates your personality traits and behavior patterns are not expected to interfere with the performance of essential job functions.
  - A *'Marginally Suitable'* rating indicates that there is concern that your personality traits and behavioral patterns will interfere with the performance of essential job functions.
  - An *'Unsuitable'* rating indicates that you are not suited for a public safety position.

## POLICE DEPARTMENT PANEL INTERVIEW

If required, you may be interviewed by a panel from the Denver Police Department.

## PHYSICAL ABILITY TEST (PAT)

The Denver Police Officer Physical Ability Test measures job-related physical skills that are necessary for successful performance as a law enforcement officer (e.g., running, climbing through windows and over obstacles, walking, and standing for long periods).

### Overview of Test

- ▶ The entire sequence of events must be completed within sixty-three (63) seconds to pass the test.
- ▶ All applicants will be given an orientation and walk-through. No one will be allowed to take the test unless they fully understand what is expected of them.

### Test Preparation

The following suggestions should help you prepare yourself physically for the test:

- ▶ Avoid junk food and concentrate on a well-balanced diet for several days before the test.
- ▶ Avoid tranquilizers and stimulants such as caffeinated beverages, especially on the day of the test.
- ▶ Get a good night's sleep before the test.
- ▶ Do not drink a lot of liquids or eat a big meal before the test.
- ▶ Avoid alcohol several days before, and especially on, the day of the test.
- ▶ On the day of testing, you should wear long pants appropriate for physical activity (running, jumping, etc.). Sports shoes are highly recommended.
- ▶ The Denver Police Department offers PAT practice sessions. Contact the Denver Police Department Recruiting team at [dpdrecruiting@denvergov.org](mailto:dpdrecruiting@denvergov.org) for more information.

### Test Components

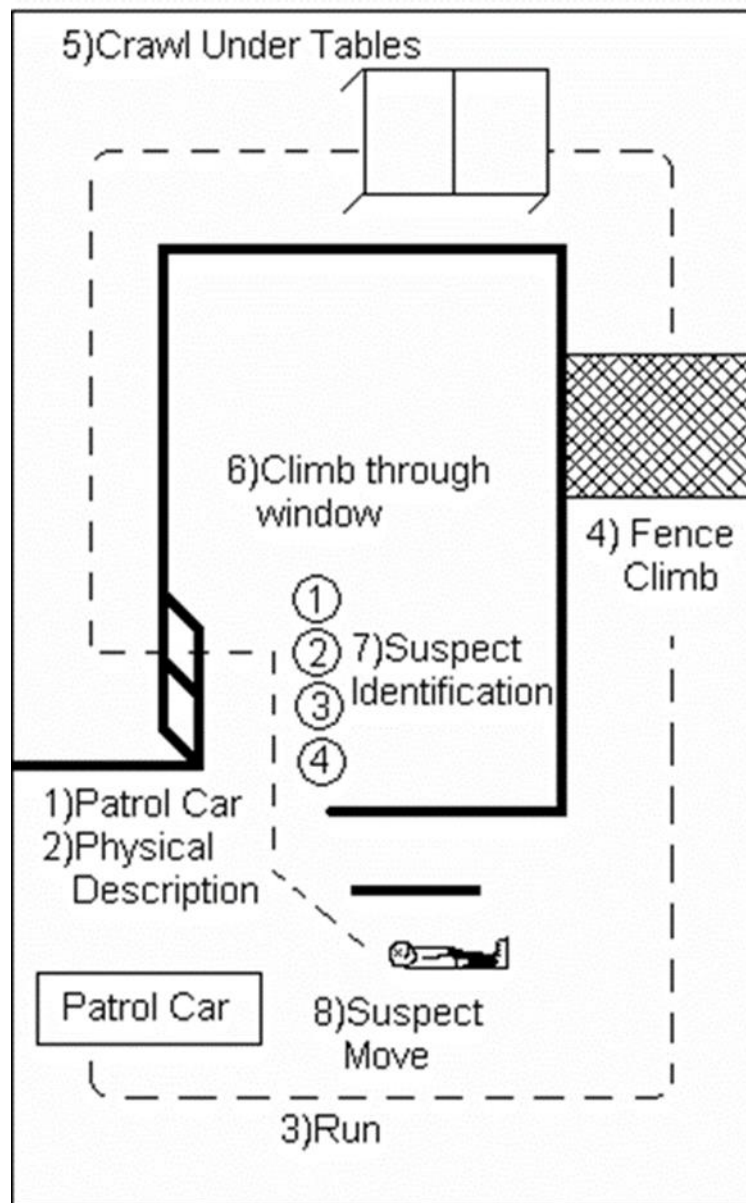
A test monitor will give you verbal instructions to pursue a fleeing felony suspect (fictitious) by briefly describing what the suspect is wearing (for example, a baseball hat and a red T-shirt). Finally, the test monitor will tell you to "Begin." You must then complete the following physical tasks:

1. You will sit in a chair next to a test monitor and await the description of the felony suspect.
2. Approximately midway through the course, you will encounter and climb over an approximately six (6)-foot chain-link fence.
3. You will crawl under one (1) standard-sized office tables on the opposite side of the fence.
4. After crawling under the tables, you must run to and climb through an approximately thirty (30)-inch by thirty (30)-inch opening with the bottom of the

opening located approximately fifty (50)-inches from the ground.

5. After climbing through the opening, you must identify the correct “suspect” from among four (4) mannequins, each numbered and dressed differently. You must shout out the number attached to the correct mannequin.
6. You will then drag a dummy weighing approximately one hundred fifty (150) pounds to a designated line five (5) feet away. A part of the dummy must always touch the ground. The timing of the events stops when the entire dummy passes over the line

An applicant who can successfully complete the **entire series of events**, in proper sequence, within **sixty-three (63) seconds** passes the test. Below is a sample map illustrating the test sequence.



For more information about the Physical Agility Test, visit the [Denver Police Department Recruitment website](#)<sup>[7]</sup> or watch a video of the test [on YouTube](#).<sup>[15]</sup>

## PRELIMINARY FILE REVIEW

During the examination and screening process, your application will be reviewed at different stages to ensure that you continue to meet the minimum qualifications and other job requirements. You will receive written notification if you are disqualified from further consideration following a preliminary review of your file.

## BACKGROUND INVESTIGATION

Applicants who pass the preliminary review will be subject to a background investigation. The investigation may include, but is not limited to:

- ▶ Applicant's character
- ▶ Conduct
- ▶ Driving history
- ▶ Drug use
- ▶ Employment history
- ▶ Criminal history
- ▶ References

## COMMISSION DELIBERATIVE REVIEW

If you pass all required screening and examinations, the Board of Commission will review your application and all pertinent results to assess your eligibility to be endorsed to the Executive Director of Safety and the Department for their review and selection.

## DEPARTMENT REVIEW

The Denver Police Department and the Department of Safety will review applications upon Commission certification. If you are selected, you will be given a conditional offer. If there are no immediate vacancies, your name will be retained in the Eligible Register list.

For more information about the Eligible Register, see [Commission Rule 7](#) <sup>[16]</sup> on the Denver Civil Service Commission website.

## CONDITIONAL JOB OFFER

If selected after the Department review, you will receive a conditional offer of employment. It is a job offer that's not fully finalized until you fulfill/pass certain requirements (physical medical evaluation, psychological evaluation, fingerprinting, and drug screen). You must accept the conditional offer of employment before you can proceed to the post conditional offer steps.

## PHYSICAL MEDICAL EVALUATION (POST-CONDITIONAL OFFER)

You must successfully undergo a medical evaluation at the City's expense. For more information about the medical evaluation following the conditional job offer, see Section 14 of [Commission Rule 5](#) <sup>[17]</sup> on the Civil Service Commission website.

Applicants shall be given individual consideration in assessing any disability-related

physical or mental limitations and the ability to provide reasonable accommodation for those limitations.

The medical assessment includes but is not limited to:

## Vision Test

- ▶ **Visual Acuity, Far Vision:** OS/OD/OU with and without correction.
- ▶ **Visual Acuity, Near Vision:** OS/OD/OU with and without correction.
- ▶ **Color vision:** Acceptable tests include Ishihara (first 11 plates), Farnsworth D15, and HRR (Hardy, Rand, and Rittle, 4th ed.). The examiner must follow the directions of each test for appropriate lighting during the exam (see also [Eyes and Vision Chapter](#)). <sup>[18]</sup>
- ▶ **Field of vision:** Horizontal.

## Hearing Test

- ▶ **Audiograms** should be performed in a sound-treated booth compliant with the most recent version of ANSI S3.1 (Criteria for permissible ambient noise during audiometric testing) with equipment calibrated to the most recent version of ANSI standard S3.6 (Specification for Audiometers).
  - If a booth is unavailable, the test room sound pressure levels should not exceed those specified in the Occupational Safety and Health Administration (OSHA) “Audiometric test rooms” standard (29 CFR 1910.95).
- ▶ Each ear should be tested separately at 500, 1000, 2000, 3000, 4000, 6000, and 8000 Hz.
- ▶ If you will use hearing aids while working, they should be worn during testing.

## Psychological Job Suitability Assessment

- ▶ Used to ensure you do not pose a direct threat to the health and safety of others.

## Drug Screen

- ▶ If the drug screen (**hair follicle analysis**) shows the use of a controlled substance, you will be disqualified.
- ▶ If a prescription drug is detected, you may be required to offer proof that the drug has been prescribed to you by a physician. If you are unable to provide such proof, your conditional job offer will be rescinded.

## Fingerprinting

- ▶ Fingerprints are a reliable and efficient method of identifying individuals, which is crucial for ensuring public safety and upholding the law enforcement profession.

## FINAL JOB OFFER

Final job offers will be made based on the number of open positions. Offers will be extended to certified applicants who meet the following criteria:

- ▶ Successfully passed all application examinations and testing phases.

- ▶ Successfully completed all post-conditional offer testing/screening.
- ▶ Can perform essential job functions (with or without accommodations).
- ▶ Do not pose a safety risk to themselves or others.

## ADDITIONAL INFORMATION

- ▶ For more information about the application and testing processes, please refer to [Commission Rule 3](#) <sup>[19]</sup>, [Commission Rule 4](#) <sup>[20]</sup> and [Commission Rule 5](#) <sup>[17]</sup> located on the Civil Service Commission website.
- ▶ The Civil Service Commission reserves the right to change the order of the test phases. Applicants who fail to show up for further testing when notified in writing may be disqualified.
- ▶ Failing any portion of the examination will disqualify you from any further participation in the examination process.

## SPECIAL SKILLS & ADDITIONAL POINTS

You may receive extra points based on military service, language proficiency, and/or experience working as a Denver Sheriff. These points remain valid for five (5) years and are applied only once per application cycle. These points are only considered in the ranking of candidates placed in the Eligible Register list.

## MILITARY VETERAN POINTS (PREFERENCE POINTS)

### Five (5) Points (Self):

You may be eligible for five (5) veteran points if you meet one of these requirements:

1. You honorably served in any branch of the United States armed forces (excluding training) during a time of declared or undeclared war, or during other armed conflicts against an armed foreign enemy.
2. You honorably served on active duty in any branch of the United States armed forces in a campaign or expedition where a campaign badge or expeditionary medal was awarded. Your DD-214 (Number 4 copy) should include this.

### Required Proof

- ▶ DD-214 Member 4 copy

### Five (5) Points (For Spouses):

You may be eligible for five (5) veteran points if you are the surviving spouse of someone who meets one of these requirements:

1. The person who was, or would have been, eligible to receive additional points listed in paragraph A(2) or A(3) of Commission [Rule 5, Section 15](#).<sup>[17]</sup>
2. The person died while serving on active duty in any branch of the United States armed forces (excluding training) because of a service-related cause.

### Required Proof

- ▶ You must provide a letter from the Veterans Administration that confirms your marriage and shows the deceased veteran met requirements 1 or 2 above.

## Ten (10) Points (Self):

You may be eligible for ten (10) veteran points if you served in any branch of the United States armed forces (excluding training) and have a disability from your service. You must be receiving monetary compensation or disability retirement benefits under laws managed by the Department of Defense or Veterans Administration.

### Required Proof

- ▶ A letter from the Veterans Administration stating that you receive monetary compensation or disability retirement benefits because of a disability you received while on active duty. The letter showing proof of compensation must be dated within the last six (6) months.

## List of Qualified Campaigns and Expeditions That Qualify for Points

- ▶ The State of Colorado generally follows federal list of military campaigns and expeditions that qualify for veteran preference points. Colorado law (State Constitution, Article XII, § 15) says veteran preference is given to people who served in the armed forces during declared or undeclared wars, or in any “engagement, expedition, or campaign” where the U.S. government authorized a campaign badge.
- ▶ To find out if the campaign or expedition you served qualifies for veteran’s preference points, refer to the [NARA \(National Archives and Records Administration\)](#).<sup>[21]</sup>

For more information about veteran preference points, see [CSC Rule 5 Section 15\(A\)](#)<sup>[17]</sup> and [Colorado Constitution \(Article XII, Section 15\)](#).<sup>[22]</sup>

## LANGUAGE PROFICIENCY (SPECIAL SKILLS POINTS)

Applicants who note their language skills on the online application will be asked to complete a supplemental language test to measure their foreign language oral and reading proficiency or sign language proficiency.

### Five (5) Points:

- ▶ Available for applicants with **advanced** oral and reading proficiency in a foreign language or American Sign Language (ASL).
  - Skills and abilities that characterize advanced-level language proficiency include:
    - Ability to participate in in-depth conversations at a normal rate of speech.
    - Ability to use the context of a conversation to figure out slang or idioms.
    - Ability to express yourself over a broad range of topics.
    - Advanced-level speakers may have a noticeable accent (not applicable to ASL).
    - Applicants may make grammatical errors with advanced tenses, but errors would not cause misunderstandings to native speakers.
    - Advanced-level speakers understand texts in various forms,

including newspaper articles, simple reports, and routine correspondence.

- ▶ Beginner and intermediate skill levels do not earn additional points.

## **DENVER SHERIFF (SPECIAL SKILLS POINTS)**

A Deputy Sheriff who has worked for the Denver Sheriff's Department for at least three (3) years (in a uniformed role) may be awarded a maximum of five (5) special skill points for those who pass the entry-level police written exam.

### **Five (5) Points**

- ▶ The deputy sheriff must not have any active internal affairs cases or any discipline rising to the level of suspension within the last two (2) years.
- ▶ The deputy sheriff must have also received a performance rating of at least 'Successful' or greater for the past two (2) years.
- ▶ The Executive Director of Safety must approve the Deputy Sheriff's request to receive the preference points and inform the Commission of this approval.

## **REQUEST FOR REASONABLE ACCOMMODATION**

The City and County of Denver is an Equal Opportunity Employer. If you need a reasonable accommodation, as outlined by the Americans with Disabilities Act, please inform the Civil Service Commission in advance in writing, including any necessary supporting medical documentation. The Civil Service Commission will review each request on a case-by-case basis. Submitting a request does not guarantee the request will be granted—direct questions and requests to the [Civil Service Commission](#). <sup>[12]</sup>

## **SOLICITATION OF PREFERENTIAL TREATMENT**

Soliciting or attempting to obtain preferential treatment (lobbying) related to an application or testing for original appointment, placement on an Eligible Register, or certification for appointment to a position in the classified service may result in disqualification. Soliciting preferential treatment includes any interventions made on behalf of an applicant, such as outside references or information provided during the background investigation process. This applies to actions taken by the respective department or its members, City Council members, City officials or employees, and commissioners or employees of the Civil Service Commission.

Personal references and letters of recommendation will be considered only during the background investigation. As part of this process, applicants can submit letters of reference, along with names, contact information, and details about their relationships with the individuals they believe should be contacted during the investigation.

## **WHEN TO PROVIDE WRITTEN NOTICES**

### **CHANGE IN PERSONAL OR CONTACT INFORMATION**

You must notify the Civil Service Commission in writing of any changes in personal information such as legal name, address, phone number, and email address.

If you are selected for further screening/processing, you must notify the Civil Service Commission in writing of any changes to your supplemental application or background history questionnaire information. Changes and updates can be sent to [CSCInfo@denvergov.org](mailto:CSCInfo@denvergov.org).

Failure to receive notice of and keep any scheduled appointment because of outdated contact information may result in disqualification.

## **VACATIONS OR EXTENDED ABSENCES**

Upon passing the written test, you must notify the Civil Service Commission of any vacations or extended absences of more than seven (7) days.

If you are unable to complete the screening/examination requirements due to personal reasons, your application will be withdrawn from further consideration. Deferral is not an option unless you have been given a conditional job offer, and your deferral request has been approved by the Executive Director of Safety (EDOS).

# LEGAL REQUIREMENTS & DISQUALIFYING FACTORS

## RELEVANT DEFINITIONS

You should understand the General, Legal/Criminal, Illegal Drug, and Traffic-related terms and offenses referenced in this booklet. For a complete list of Definitions of Terms, please refer to [Commission Rule 1](#) <sup>[23]</sup> on the Civil Service Commission website.

## DISQUALIFYING FACTORS

**Note:** The content provided in this chart is for informational purposes only and does not supersede or modify Civil Service Commission (CSC) Rules, including Rules on presumptive disqualification. The Commission retains exclusive authority over all examinations, as stipulated in CSC Rule 1 § 4(G). CSC reserves the right to make any changes to this document without prior notice. Furthermore, pursuant to Charter § 9.3.1, the decisions made by the Commission are final and generally not subject to appeal, except as expressly provided for within the Charter itself.

### Criminal History

Disqualification Reason	Disqualification Period	When Can a Candidate Reapply?
Felony conviction as an adult, juvenile charged as an adult, or a juvenile offense adjudicated in juvenile court that would be classified as a felony or misdemeanor if committed as an adult	Permanent	Never
Misdemeanor offense involving domestic violence	Permanent	Never
Misdemeanor offense involving assault, menacing, or stalking	Permanent	Never
Misdemeanor offense involving harassment	Permanent	Never
Misdemeanor involving sexual assault, unlawful sexual conduct, or an offense that would require you to register as a sex offender in the state of Colorado	Permanent	Never
Any offense based on unlawful sexual behavior not included under Commission Rule 3	Permanent	Never
Failure to register as a sex offender	Permanent	Never
Prostitution	Permanent	Never
Pandering	Permanent	Never
Indecent exposure	Permanent	Never

Disqualification Reason	Disqualification Period	When Can a Candidate Reapply?
Any offense of child abuse or neglect resulting in injury to the child or child's health	Permanent	Never
Any bias-motivated crime, including harassment or intimidation, of a person or group because of that person's or group's actual or perceived race, color, ancestry, national origin, religion, creed, age, gender, gender variance, sexual orientation, or physical or mental disability	Permanent	Never
Cruelty to animals	Permanent	Never
Resisting arrest	Permanent	Never
Impersonating a peace officer, firefighter, or public servant	Permanent	Never
Obstruction of government operations	Permanent	Never
Obstruction of a peace officer, firefighter, emergency medical service provider, rescue specialist, or like volunteer	Permanent	Never
False reporting to fire, emergency, or law enforcement entities	Permanent	Never
Perjury	Permanent	Never
Misdemeanor offense based on child abuse or neglect that did <u>not</u> involve injury to the child or child's health	Ten (10) years	Ten (10) years from the date of conviction
Misdemeanor offense based on the illegal use or possession of a firearm or edged weapon (e.g., a knife)	Ten (10) years	Ten (10) years from the date of conviction
More than one (1) conviction of a misdemeanor offense within the period beginning five (5) years prior to the application and up to the date of appointment	Five (5) years	Five (5) years from the date of most recent conviction
Misdemeanor involving fraud, theft, or forgery	Seven (7) years	Seven (7) years from the date of conviction
Conviction of a misdemeanor while in a public safety position (includes both employee and volunteer positions); includes offenses arising from conduct on or off the job	Five (5) years	Five (5) years from the date of conviction

## Drug-Related Offenses & Drug Use

Disqualification Reason	Disqualification Period	When Can a Candidate Reapply?
Misdemeanor involving the illegal distribution (including delivery, transportation, and/or transfer), sale, or manufacture of hard or soft drug(s) at the age of 21 or older	Permanent	Never
Misdemeanor involving the illegal distribution (including delivery, transportation, and/or transfer), sale, or manufacture of synthetic marijuana or Salvia Divinorum since July 9, 2012, at age 21 or older	Permanent	Never
Any illegal distribution (including delivery, transportation, and/or transfer), or manufacture of hard or soft drugs at age twenty-one (21) or older	Permanent	Never
Misdemeanor offense involving or relating to any controlled substance (hard or soft drug)	Ten (10) years	Ten (10) years from the date of conviction
Illegal sale, distribution (delivery transfer, and/or transportation), or manufacture of a hard drug while under the age of 21	Ten (10) years	Ten (10) years from the date of sale, distribution, or manufacture
Illegal distribution (delivery, transfer, and/or transportation, sale, or manufacture of synthetic marijuana or Salvia Divinorum since July 9, 2012, while under the age of 21	Ten (10) years	Ten (10) years from the date of distribution, sale, or manufacture
Illegal drug use, purchase, or possession while in a Public Safety position (includes both employee and volunteer positions)	Ten (10) years	Ten (10) years from the date of use, purchase, or possession
Illegal distribution, sale, or manufacture of soft drug(s) while under the age of 21	Five (5) years	Five (5) years from the date of distribution, sale, or manufacture
Illegal use, purchase, or possession of hard drugs	Five (5) years	Five (5) years from the date of use, purchase, or possession
Illegal use of Schedule II-IV prescription drugs not prescribed for you (used for non-medical purposes)	Five (5) years	Five (5) years from the last date of drug use
Distribution of one (1) ounce or less of marijuana that did not involve any payment, barter, or exchange (e.g., sharing a joint)	Three (3) years	Three (3) years from date of distribution
Illegal use of Schedule V prescription drugs not prescribed to you (used for non-medical purposes)	Three (3) years	Three (3) years from the last date of drug use
Use, sale, purchase, or possession of marijuana, medical marijuana, synthetic marijuana, or products containing marijuana (e.g., edibles) at the time of application.	No time limit	May reapply at the next job opening

## Traffic & Driving Violations

Disqualification Reason	Disqualification Period	When Can a Candidate Reapply?
Two (2) or more Driving Under the Influence (DUI) or Driving While Ability Impaired (DWAI)	Permanent	Never
One (1) Driving Under the Influence (DUI) or Driving While Ability Impaired (DWAI)	Five (5) years	Five (5) years from the date of conviction
Leaving the scene of an accident	Five (5) years	Five (5) years from the date of conviction
Eluding or attempting to elude a peace officer	Five (5) years	Five (5) years from the date of conviction
Engaging in a speeding contest	Five (5) years	Five (5) years from the date of conviction
Reckless driving	Five (5) years	Five (5) years from the date of conviction
A driving infraction or offense that states the violation in serious bodily injury or death	Five (5) years	Five (5) years from the date of conviction
Driver's License Suspension based on moving traffic violations/infractions	Three (3) years	Three (3) years from the date of license reinstatement
Operating a motor vehicle without insurance	One (1) year	One (1) year from the date of conviction

## Application/Administrative

Disqualification Reason	Disqualification Period	When Can a Candidate Reapply?
Examination dishonesty (cheating on examination)	Permanent	Never
Did not complete Background History Questionnaire (BHQ)	Must request for reactivation within two (2) business days following disqualification notice; must complete BHQ within two (2) business days from reactivation. Only one (1) reactivation is allowed per requisition	May reapply at the next job opening
Failed to schedule or no call/no show for Polygraph appointment	Must request for reactivation within two (2) business days following disqualification notice; must obtain new appointment date within two (2) business days from reactivation. Only one (1) reactivation is allowed per requisition	May reapply at the next job opening

Disqualification Reason	Disqualification Period	When Can a Candidate Reapply?
Failed to schedule or no call/no show for Psychological/Job Suitability Assessment appointment	Must request for reactivation within two (2) business days following disqualification notice; must obtain new appointment date within two (2) business days from reactivation. Only one (1) reactivation is allowed per requisition	May reapply at the next job opening
Failed or no call/no show to Police Physical Ability Test (Police applicants only)	Only one (1) retest allowed per application/job posting	May reapply at the next job opening
Failed to provide Candidate Physical Agility Test (CPAT) Certificate within the required timeline (timeline is subject to change) (Fire applicants only)	No time limit	May reapply at the next job opening
Failed Commission Deliberative Review (Background)	Two (2) years	May reapply two (2) years after the initial date of disqualification
Failed Commission Preliminary Review (Suitability)	Two (2) years	May reapply two (2) years after the initial date of disqualification
Not selected by Executive Director of Safety (EDOS)	Two (2) years	May reapply two (2) years after initial date of disqualification
Discontinued background (request for disqualification/discontinuance) during background investigation step	Two (2) years	May reapply two (2) years after the initial date of disqualification
Failed drug screen—hard drug (post-conditional)	Five (5) years	May reapply five (5) years after the initial date of disqualification
Failed drug screen—soft drug (post-conditional)	One (1) year	May reapply one (1) year after the initial date of disqualification
Failed medical exam (post-conditional)	Exam results are valid for six (6) months	May reapply at the next job opening
Rescinded conditional offer due to failed PJSA (medical psychological evaluation at post-conditional offer phase)	Two (2) years	May reapply two (2) years after the initial date of disqualification
Deferred by EDOS/department	Will be offered/processed for the next (immediate) academy	Do not need to repeat the entire application process

Disqualification Reason	Disqualification Period	When Can a Candidate Reapply?
Selected as an “alternate” by EDOS/department	Will be processed as "alternate" (or reserve in case of fall off) on the current academy. If not utilized, the application will be offered/processed for the next (immediate) academy.	Do not need to repeat the entire application process
Passed over 1x	Will be re-endorsed to EDOS for selection/non-selection on the next (immediate) academy	If not selected by EDOS at re-endorsement, see “Not selected by EDOS”
Candidate unresponsive (General - 3 outreach attempts)	Must request for reactivation within two (2) business days following disqualification notice; must contact CSC within two (2) business days from reactivation. May only be reactivated once within the same requisition processing.	May reapply at next job opening
Candidate unresponsive to Background Investigator (3 outreach attempts)	Must request for reactivation within two (2) business days following disqualification notice; must contact CSC within two (2) business days from reactivation. May only be reactivated once within the same requisition processing.	May reapply at next job opening
Failed NTN test (written exam)	Can only take exam once per application/job posting; passing exam results are generally valid for one (1) year, unless there is a change to exam content	May reapply at the next job posting
Failure to meet minimum qualifications (e.g., minimum age requirement, Driver’s License requirement, education requirement) as of application date	Candidate can reapply at the next job posting if all minimum qualifications have been met	May reapply at next job posting if all minimum qualifications are met

# CONTACT INFORMATION

## DENVER CIVIL SERVICE COMMISSION

### Contact Information

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Fax: 720-913-3373

Email: [CSCInfo@denvergov.org](mailto:CSCInfo@denvergov.org)

### Street Address

Wellington Webb Municipal Building  
201 W. Colfax Ave., 1st Floor  
Denver, CO 80202-5332

### Mailing Address

Wellington Webb Municipal Building  
201 W. Colfax Ave., Dept. 1208  
Denver, CO 80202

### Website

[www.denvergov.org/civilservice](http://www.denvergov.org/civilservice)

## DENVER POLICE RECRUITMENT

### Contact Information

Email: [dprecruting@denvergov.org](mailto:dprecruting@denvergov.org)

Phone: (720) 593-0063

### Website

<http://www.denverpolicerecruting.com/>

# WEBSITES REFERENCED IN THIS BOOKLET

1. Colorado Peace Officer Standards and Training (POST) Certification: <https://post.colorado.gov/>
2. Salary and Benefits: <https://www.denvergov.org/Government/Agencies-Departments-Offices/Agencies-Departments-Offices-Directory/Police-Department/Jobs/Denver-Police-Recruitment/Salary-Benefits>
3. Pension Plan: <https://fppaco.org/benefits.html>
4. Denver Police Protective Association (PPA): <https://dppa.com/>
5. Denver Black Police Officer Organization: <https://www.facebook.com/DenverBPO/>
6. Denver Police National Latino Police Officers Association: <https://nlpoa.com/colorado-state-denver-police/>
7. Denver Police Recruitment: <https://www.denvergov.org/Government/Agencies-Departments-Offices/Agencies-Departments-Offices-Directory/Police-Department/Jobs/Denver-Police-Recruitment>
8. Simunition: <https://simunition.com/>
9. BARWIS: <https://www.barwis.com/>
10. Army Physical Fitness Test (APFT): <http://usarmybasic.com/army-physical-fitness/apft-standards>
11. Job postings: [https://denver.wd1.myworkdayjobs.com/CCD-denver-denvergov-CSC\\_Jobs-Civil\\_service\\_jobs-Police\\_Jobs-Fire\\_Jobs](https://denver.wd1.myworkdayjobs.com/CCD-denver-denvergov-CSC_Jobs-Civil_service_jobs-Police_Jobs-Fire_Jobs)
12. Civil Service Commission's website: <http://www.denvergov.org/civilservice>
13. National Testing Network (NTN): <https://nationaltestingnetwork.com/publicsafetyjobs/ntn-test-law-national.cfm>
14. NTN Written Test Practice Tests: <https://ergopracticetests.com/?FLB/>
15. Physical Ability Test YouTube Video: <https://www.youtube.com/watch?v=HPaDd-5J2n8>
16. Commission Rule 7: [https://www.denvergov.org/files/assets/public/v/1/civil-service-commission/documents/rules/rule\\_7\\_final\\_csc\\_11-01-07\\_annot\\_12-23-08.pdf](https://www.denvergov.org/files/assets/public/v/1/civil-service-commission/documents/rules/rule_7_final_csc_11-01-07_annot_12-23-08.pdf)
17. Commission Rule 5: [https://www.denvergov.org/files/assets/public/v/1/civil-service-commission/documents/rules/rule\\_5\\_final\\_csc\\_06-16-20.pdf](https://www.denvergov.org/files/assets/public/v/1/civil-service-commission/documents/rules/rule_5_final_csc_06-16-20.pdf)
18. Eyes and Vision Chapter: <https://www.publicsafetymedicine.org/leo/eyes-vision/introduction-to-eyes-and-vision>
19. Commission Rule 3: <https://www.denvergov.org/files/assets/public/v/1/civil-service-commission/documents/rules/new-folder/rule-3-final-v1-effective-2.12.25.pdf>
20. Commission Rule 4: [https://www.denvergov.org/files/assets/public/v/1/civil-service-commission/documents/rules/rule\\_4\\_final\\_csc\\_12-05-00\\_annot\\_06-30-05.pdf](https://www.denvergov.org/files/assets/public/v/1/civil-service-commission/documents/rules/rule_4_final_csc_12-05-00_annot_06-30-05.pdf)
21. NARA: <https://www.archives.gov/personnel-records-center/vso/veterans-preference-and-wartime-service>

22. **Colorado Constitution Article XII, Section 15:**

<https://advance.lexis.com/documentpage/?nodeid=AABAANAAP&nodepath=%2FROOT%2FAAB%2FAABAAN%2FAABAANAAP&level=3&haschildren=&populated=false&title=Section+15.+VETERANS%E2%80%99+PREFERENCE&config=0143JAAwODgxYWlyNi1mNGJILTQwYmltYmE4NiOyOWY2NzQzMjE3MTAKAFBvZENhdGFsb2ecqetP0coiYGhC4QCG46NJ&pddocfullpath=%2Fshared%2Fdocument%2Fstatutes-legislation%2Furn%3AcontentItem%3A61VF-9YD1-DYDC-J55P-00008-00&ecomp=6gf5kkk&crd=d1fb96b2-6b6a-4e17-bb5a-a76ddf5b3c9f>

23. **Commission Rule 1:** <https://www.denvergov.org/files/assets/public/v/1/civil-service-commission/documents/rules/new-folder/rule-1-final-effective-2.12.25.pdf>