



County of Passaic
 Passaic County Robert A. Lyons Police Academy
 214 Oldham Road, Wayne, New Jersey 07470-2205

George Rosenthal - Director

Tel: 973-595-6411
 Fax: 973-595-6874

In-Service Course Application

Please **PRINT** or **TYPE** all information **CLEARLY** for contact and certification purposes.
 Email completed form to policeacademy@passaiccountynj.org

Last Name	First Name	Course Title	Course Date(s)	Contact Information Phone & Email address

CELL PHONE USE IS PROHIBITED IN CLASS

No unauthorized photos or videos are permitted to be taken during class or of other classes. Anyone found to have done so will be removed from their course of instruction. No unauthorized photos, videos, or other depictions shall be placed on any Social Media platform. Violations of the academy policy will be reported to your Department as a violation of Academy Policy & Procedures

Dress Code: Authorized Department Uniform, Business Attire or Business Casual (as per class description)
NO JEANS, SHORTS OR SANDALS ARE ALLOWED

Cancellation: Written notice must be received at least 3 business days prior to the start of class. Failing to notify academy staff may result in denial of registration in future courses and payments in advance will not be refunded.

Certification: I hereby certify that all personnel who are enrolled in the above course(s) are covered by Workman's Compensation and Liability Insurance or otherwise adequately insured.

It is understood that any and all responsibility for personal injury to any member of the applying agency shall rest upon the sending agency for which the member(s) are employed.

Agency: _____

Chief or Department Head Signature

Address: _____

Fax number: _____

Agency Contact: _____

Telephone: _____

email Address: _____