



NOTICE TO CORRECTION OFFICER CANDIDATES

You are now a candidate for the position of Correction Officer within the New York City Correction Department. You must keep the Applicant Investigation Unit Investigator assigned to your case fully informed of any events in your life which may have an impact upon your character investigation or your suitability for appointment as a Correction Officer, or which may impact the N.Y.D.O.C.'s ability to fully investigate your background and history.

Events or changes in your life that you must notify your investigator of include, but are not limited to: change of address; change of phone number; change of employment; change of marital status; whether you have received any summonses (traffic, criminal, or civil), have been arrested, or been involved in any way with any police department or law enforcement agency as a witness to, victim of, or suspect in any crime or violation of law.

FAILURE TO PROMPTLY INFORM YOUR INVESTIGATOR OF ANY SUCH CHANGES OR EVENTS MAY RESULT IN YOUR BEING DENIED EMPLOYMENT AS A CORRECTION OFFICER.

I understand my obligation to inform the New York City Department of Correction's Applicant Investigation Unit of any events or changes in my life as described above. I understand that my failure to promptly inform my investigator of any such changes or events may result in my being denied employment as a Correction Officer.

Date: _____

Signature of Candidate

Candidate's Name (printed)

Exam #

List #