



## NEW YORK CITY POLICE DEPARTMENT SCHOLARSHIP PROGRAM RULES

### Eligibility Guidelines For All Scholarships

- Applicants are required to have a minimum of three years (3) of service in good standing and remain in good standing throughout the duration of the scholarship.
- Past recipients of Traditional Scholarships, Non-Traditional Scholarships and Educational Leave Grants will be eligible to receive additional Traditional Scholarships, Non-Traditional Scholarships and Educational Leave Grants for new program of study. No statute of limitations has been implemented regarding these awards. Scholarship Committee members will be advised that an applicant has received past awards, but the determination of award recipients remains at the discretion of the Scholarship Committee.
- Some scholarships require applicants to have taken the Graduate Record Examination (GRE) Test, Graduate Management Admissions Test (GMAT), or the Law School Admission Test (LSAT) within the past five (5) years.
- Recipients of a Department scholarship must agree in writing to remain in the Department for a minimum of two (2) years subsequent to the completion of their final semester. Some scholarships require a longer service commitment subsequent to program completion.
- The Scholarship Committee will award each scholarship based on fulfillment of the eligibility requirements, in conjunction with prior educational and professional performance (i.e. applicant grade point average (GPA), Departmental Annual Performance Evaluations) and personal statement.
- A 3.0 grade point average (GPA) is preferred.

### Selection and Award Criteria / Service Commitments

- Applicants must be accepted by the school offering the scholarship in accordance with their academic standards and application process. The Scholarship Committee makes the final determinations for all awards, except for New York Law School and St. John's School of Law. The Admissions Committee at each law school will determine scholarship recipients.
- Awardees granted Educational Leave days are not permitted to request Educational Leave on any of the following days: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day and during any of the 'A' weeks designed by the Annual Operations Order pertaining to vacation selections.
- Awardees must agree in writing to remain in the Department for two years after their final semester of being awarded the Educational Leave Scholarship or New York University Scholarship.
- Awardees granted a paid leave of absence for the Harvard University, SUNY at Albany, Hunter College, or the Police Commissioner's Scholarship, must agree in writing to remain in the Department for four years after final semester of award.
- Awardees granted a paid leave of absence for the FBI National Academy and CHDS Naval Postgraduate School must agree in writing to remain in the Department for three (3) years after final semester award.
- Awardees are required to supply an official sealed transcript upon completion of each school semester, and proof of enrollment for the following semester for continuation of scholarship. A UF49 must be submitted if awardees are declining their awards, or are unable to fulfill their educational commitments.



**DECLARATION**

I, \_\_\_\_\_, understand that in order to be eligible for consideration to the FBI National Academy, I must be in the rank of either Lieutenant or Captain. I must be less than 51 years of age at time of Academy attendance, be in excellent physical condition, and able to meet the established National Academy Physical Fitness requirements. I certify that I am a member in good standing with the Department, and that I agree in writing to remain with the Department for a minimum of three (3) years following completion of the FBI National Academy Training Program. I have received a copy of the Scholarship eligibility guidelines and I agree to abide by the rules set forth by the Department if awarded an NYPD Scholarship. I am aware that my failure to fulfill the requirements of this award will result in my removal from the program.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**COMMANDING OFFICER'S ENDORSEMENT**

(C.O. to address applicant's qualifications)

\_\_\_\_\_  
Print

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**INSTRUCTIONS**

Forward the following documents to the Scholarship Unit by \_\_\_\_\_

Date

- 1) Applicants must prepare a "Request to Attend" typed letterhead (49) describing their desire to attend the National Academy. A Commanding Officer's "First Endorsement" addressing applicant's qualifications must be attached.
- 2) The following documents must be attached to the "Request to Attend" application package:
  - a) N.Y.P.D. FBI scholarship program application completed in full.
  - b) Official sealed transcripts from previous colleges/universities stated on the scholarship application.
  - c) A current resume.
  - d) A minimum two page typewritten personal statement (in essay format) describing plans for study while in attendance at the National Academy and how this planned course of study will benefit the Department.
  - e) Provide copies of the last three (3) Performance Evaluations with a minimum performance rating of 3.5.

**SUBMIT**

Completed application and required documents to:

Office of the First Deputy Commissioner  
One Police Plaza  
Room 1412  
New York, NY 10038

**IF YOU HAVE ADDITIONAL QUESTIONS, PLEASE EMAIL SCHOLARSHIP@NYPD.ORG**