

## DETROIT POLICE DEPT.

### Join the Team! FAQs



Frequently asked questions regarding the application process:

- 1) Do I copy or bring in the original documents?

Bring in the original document as well as a copy for us to keep. You will not be able to obtain copies from Recruiting.

- 2) Do I need to get a copy of my driving record?

Our recruiters will run your driving record, however, you may find it beneficial to personally review your driving record and retain it for your files.

- 3) What is the Detailed Earnings Statement?

This is a detailed statement obtained from the Social Security Office that shows your employment and earnings history. There is a charge to obtain this statement. It is not necessary for applicants to submit this statement unless specially requested during the Investigation. You will be contacted by your Investigator if this information is required.

- 4) How long is the entire hiring process?

It varies depending on the applicant's information, personal history and background information. It could be as short as 13 weeks from the date you submit your application and documents. Processing time is dependent on when we receive your required documents as well as the response time of your previous employers and personal references.

- 5) Can I use the free Credit Report that I can obtain on line?

No. You must submit an official copy of your Credit Report from one of the major Credit Bureau Agencies: Transunion, Experian or Equifax.

An official Credit Report may also be obtained the same day from [Credit Bureau Services, 13422 Fort Street, Southgate, Michigan 48195](#) for a fee of \$30.00 (payable by cash or check.) [Credit Bureau Services business hours are Tuesday, Wednesday and Thursday, 9:00 am – 4:00 pm.](#) Bring your driver's license and social security number.

- 6) I've been through the process before. Do I need to complete all the same forms again?

Your Investigator will provide you with information regarding what additional information will be required to process your application.

- 7) When will I be assigned to an Investigator?

When we receive your scores from your MCOLES Written and also the Physical Agility test, we will invite you to attend our Application Orientation session where you will learn about the hiring process and submit any documents you have collected. You will then be assigned to an Investigator and scheduled for an individual interview.

- 8) If I have a balance due at a college, university or former school that I attended, will I be able to obtain a copy of my transcript?

Often times it will be mailed directly to our Recruiting Office or you may obtain an unofficial copy. Detroit Police Recruiting will accept your transcript directly from you or from the school.

- 9) If I am in school and offered employment, can I do both?

The Academy is a full time job and commitment. It is up to you to determine if you can do both.

- 10) Where do I go to get my application notarized?

At your banking institution, U.S. Post Office or Tax Preparer. The Detroit Police Recruiting Dept. has notaries on staff who will notarize your application for a nominal fee of \$5.

- 11) What if I have a misdemeanor conviction?

Applicants' records are reviewed on an individual basis. You will need to discuss your personal situation with a Recruiter.

**Contact Recruiting at 313-596-2607 or email [Recruit@detroitmi.gov](mailto:Recruit@detroitmi.gov)**

