



**OFFICE OF THE DIRECTOR OF POLICE
THE UNIVERSITY OF TEXAS SYSTEM
POLICY AND PROCEDURE MANUAL**



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| Subject | | | Policy Number |
| PROCEDURE FOR QUALIFYING APPLICANTS AS A GUARD OR PUBLIC SAFETY OFFICER/UNIVERSITY POLICE | | | 440 |
| Effective Date | Revision Date | Reevaluation Date | Number of Pages |
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| Reference Standards | | Rescinds or Amends Policy Number | |
| TPCA: CALEA: 31.3.1 IACLEA: 5.2.1 | UT System Job Descriptions #6343 and #6342 | B-17 | |

I. PURPOSE:

To insure individuals employed as a Guard/Public Safety Officer - University Police possess the necessary physical and mental capability to perform the duties required of the position.

II. DEFINITIONS

For the purposes of this policy and related job description(s) the terms “Guard” and “Public Safety Officer” shall be considered synonymous.

III. POLICY:

- A. Applicant must have graduated from a high school, vocational school or equivalent or have passed a General Education Development (GED) Test.
- B. Applicant must be 18 years of age.
- C. Applicant’s criminal record must be clear of felony convictions and personal history must be above reproach. Good credit and stable employment record.
- D. Applicant must possess a valid Driver’s License from their state of residence.
- E. Applicant must read, write, speak and understand the English language.
- F. Applicant must be able to operate a hand held radio.
- G. Applicant’s eyesight and hearing shall be of sufficient acuity to accomplish the job duties described.
- H. Applicant must be in good physical condition, capable of walking and/or standing for long periods of time.
- I. Required walking and standing shall be done without the aid of canes, crutches or similar tools
- J. Applicant with physical handicaps or a chronic condition that precludes applicant from performing duties as described in The University of Texas Job Description for Guard/Public Safety Officer, University Police (Code 6343) or Senior Guard/Senior Public Safety Officer, University Police (Code 6342) will be disqualified.



Michael J. Heidingsfield
Director of Police