

# Tarleton State University

## Application for Texas Peace Officer Exemption

The official channel for University communication is a student's university issued email account. Students should expect all correspondence to be conducted through this method.

This sheet must be completed and signed by you, the student, in order for you to request an exemption. All blanks must be filled in, and all signatures are required. An application must be submitted for each semester requesting the exemption.

This application will not be accepted until August 1<sup>st</sup>, 2011

Name (First, Last)	Student I.D. Number
Semester applying for exemption (Fall, Spring, or Summer)	Year
Degree/Major	

List the courses that you wish to receive the exemption for (CJ must be subject):

	Subject	Course Number	CRN Number
1			
2			
3			
4			
5			

\*If courses are not included then the application will be considered incomplete and will not be accepted.

**To be eligible for the exemption, Texas Peace Officers must:**

- Be employed as a Peace Officer by the State of Texas or by a political subdivision of Texas
- Apply for admission and be accepted
- Provide the Registrar's Office proof of employment as a currently paid Peace Officer (required each semester in which the exemption will be used). *A letter from the employer on official letterhead, an email from your employer's official company email, or a recent two week pay stub will fulfill this requirement.*
- Have a degree plan on file in the Registrar's Office for an eligible Criminal Justice degree program at the institution:
  - BS, Criminal Justice
  - BAAS, Criminal Justice Administration
- Apply for the exemption at least one week before the last day of the institution's regular registration period for that semester
- Be in compliance with the institutions financial aid satisfactory academic progress requirement

The date you submit your application will be used to determine the eligibility of courses. No more than 20 percent of the maximum student enrollment designated by the institution for a given law enforcement or criminal justice class may receive an exemption under this program (this will be determined on a first come, first serve basis).

Only undergraduate courses pertaining to the major requirement of criminal justice degrees are eligible for the tuition and laboratory fees exemption.

**Not all tuition and fees may be covered by the exemption. Students are responsible for any additional tuition and fees that may not be covered.**

*I acknowledge that this form is completed with accurate information to the best of my knowledge, and that I have read all information on this form.*

\_\_\_\_\_  
Signature Line

\_\_\_\_\_  
Application Date

**Attach a recently dated proof of current employment as a Texas Peace Officer.**

Please keep in mind that this form is a request for exemption only, and does not guarantee exemption. Final decisions on all requests for exemption will be communicated via the University email account.

**Methods of sending this form:**

- 1) Bring to the Registrar's Office front counter, located in the Administration; or
- 2) Fax to the Attention of Dana Power at 254-968-9389; or
- 3) You can e-mail the form to [dpower@tarleton.edu](mailto:dpower@tarleton.edu) (all signatures and attachments required).

**To be filled out by the Registrar's Office only:**

	Subject	Course Number	CRN Number	Approved or Denied	Reason for Denial
1					
2					
3					
4					
5					