

**CONNECTICUT
STATE POLICE
TROOPER TRAINEE
AND
PROTECTIVE SERVICES
TRAINEE
SELECTION PROCESS**

General Information And Preparation Guide

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INTRODUCTION

This General Information and Preparation Guide has been developed to provide you with important information about the selection process to become a:

- **Connecticut State Police Trooper Trainee**
- **Protective Services Trainee (Police, Motor Vehicle Inspection/Enforcement and Conservation Enforcement)**

This guide provides general information about each of the phases in the selection process and general suggestions for preparing for each phase.

Please note that this guide is intended to provide you with some general guidance in preparing for the selection process. It is not meant to provide absolute procedures that will apply to all situations and to all applicants. It is suggested that you read the information in this guide carefully and incorporate this with any test taking strategies that you have found to be successful in the past.

This guide will also provide you with information about the jobs of a Connecticut State Police Trooper Trainee and Protective Services Trainee.

GENERAL INFORMATION ABOUT THE JOB OF A CONNECTICUT STATE POLICE TROOPER

AGENCY MISSION

The Connecticut Department of Emergency Services and Public Protection is committed to protecting and improving the quality of life for all by providing enforcement, regulatory, and scientific services through prevention, education, and innovative use of technology.

In striving to accomplish our mission, we embody our core values with great **PRIDE**.

PROFESSIONALISM through an elite and diverse team of trained men and women.

RESPECT for ourselves and others through our words and actions.

INTEGRITY through adherence to standards and values that foster public trust.

DEDICATION to service.

EQUALITY through fair and unprejudiced application of the law.

THE JOB OF A STATE POLICE TROOPER

State Police Troopers are responsible for the protection of life and property in an assigned geographical area through the enforcement of state criminal and/or motor vehicle laws or may be assigned to a specialized unit (e.g. Major Crime Squad, Community Policing, Computer Crimes, Forensic Technology, Canine, Tactical Services, Dive Team, Bomb Squad, Narcotics, etc.).

The State Police Trooper Trainee applicant must meet the following eligibility requirements:

- Be at least 20 years of age by the application deadline. (Although applicants can take the written test before their 21st birthday, they are not eligible to be appointed until they are 21 years of age.)
- Be in general good health and have sufficient strength, stamina and agility as required by duties of the position.
- Be free from felony and Class A or B misdemeanor convictions.
- Have a good educational and work record and excellent moral character.
- Have normal hearing, normal color vision and depth perception, binocular vision, distance and near vision (with lenses) must be 20/30 in each eye.

The following are other requirements for the position of State Police Trooper Trainee:

- Be a United States citizen by the date of appointment.
- Possess a high school diploma or GED by the completion of training.
- Obtain a valid Connecticut Motor Vehicle Operator's License and establish residence in Connecticut before graduating from the State Police Academy.
- Incumbents in this class must be willing to work day, evening, night or weekend shifts and are on call for emergencies 24 hours a day.
- If you are selected as a Trooper Trainee, you will enter the physically and mentally demanding training program at the State Police Academy. The program lasts up to 6 months and includes classroom instruction, practical exercises and physical conditioning. Recruits are required to live at the Academy Monday - Friday. After graduation from the program, Trooper Trainees are assigned to one of 11 State Police Troops throughout the state for a probationary period and on-the-job training.

NOTE: State Police Tattoo Policy. Must be in compliance with the Department's Tattoo and Body Modification Policy. Click to view the policy: [DESPP Tattoo Policy](#).

STATE POLICE TROOPER TRAINEE ACADEMY

Selected individuals will take a prescribed formal academic and on the job training course of one year's duration prior to assignment as a State Police Trooper. The training consists of the following components:

- Connecticut State Police Academy (six month program): The Academy program provides training involving formal and field instruction in a wide variety of basic police science courses including such subjects as: motor vehicle law; laws, techniques, and mechanics of arrest; criminal law; search and seizure; detention and transportation of accused; rules of evidence; interviewing and interrogation principles and techniques; communications; traffic control and techniques of patrol; use and care of firearms and equipment; court organization and courtroom procedure including testifying; modern investigative methods and techniques including fingerprinting, ballistics, photography, handwriting and related scientific elements. Recruits are required to live at the Academy Monday - Friday.
- The Field Training Officer Program is the second phase of the training program. The Field Training Officer Program is a nationally accepted training program designed to help the Trooper Trainee make the transition from the classroom environment of the Academy to the practical application of skills in "field" situations. The program provides a method by which a Trooper Trainee's work performance can be evaluated by the Field Training Officer (F.T.O.). The trainees participate in the FTO program for a minimum of 30 working days to a maximum of 50 working days.

GENERAL INFORMATION ABOUT THE JOB OF A PROTECTIVE SERVICES TRAINEE

THE JOB OF A PROTECTIVE SERVICES TRAINEE

Various agencies throughout the State of Connecticut utilize Protective Services Trainee as a recruitment and training vehicle to the target class of Police Officer. Upon successful completion of training and probationary requirements most incumbents will be eligible for appointment to Police Officer with responsibility for protection of life and property. [Incumbents at Department of Motor Vehicle (DMV) will be eligible for appointment to Motor Vehicle Inspector. Incumbents at Department of Energy and Environmental Protection (DEEP) will be eligible for appointment to Police Officer and then to Conservation Enforcement Officer.]

As a Police Officer, individuals will be accountable for the protection, safety and security of individuals and property with full police powers and responsibility for law enforcement. Police Officers may perform a combination of the following functions on a fixed or rotational basis as directed: Security, Protection, Enforcement and Administration.

AGENCIES THAT EMPLOY PROTECTIVE SERVICES TRAINEES

The following state agencies may employ Protective Services Trainees:

- Department of Mental Health & Addition Services (DHMAS). The DMHAS Public Safety Division provides statewide police services and carries out safety and security functions in a healthcare agency, dependent upon an environment of care where clients, staff and the general public are protected from harm.
- Department of Children and Families (DCF): The Public Safety Division provides police and security services at agency facilities.
- Board of Regents of Higher Education. The Board of Regents of Higher Education is comprised of 17 colleges and universities located throughout the state. The 17 colleges and universities include: Central Connecticut State University, Southern Connecticut State University, Eastern Connecticut State University, Western Connecticut State University, Asnuntuck Community College, Capital Community College, Gateway Community College, Housatonic Community College, Manchester Community College, Middlesex Community College, Naugatuck Community College, Northwestern Connecticut Community College, Norwalk Community College, Quinebaug Valley Community College, Three Rivers Community College, Tunxis Community College, Charter Oak State College. Each campus has a police department that provides for the public safety of the students, faculty, staff and visitors.
- Department of Motor Vehicles (DMV). Individuals choosing a career in this field work to become Motor Vehicle Inspectors. Inspectors provide a wide range of services that include ensuring vehicles are safe for the road, enforcing motor vehicle laws and regulations, and the licensing of dealer and repair facilities.
- Department of Energy and Environmental Protection (DEEP). DEEP Police Officers perform law enforcement activities within a major designated unit, which may be comprised of parks, forests, wildlife management areas, heritage sites, beaches, campsites, boating access areas and other facilities owned or controlled by DEEP. They conduct investigations, make arrests and respond to emergencies. Incumbents will be promoted to Conservation Enforcement Officer upon satisfactory performance and completion of the minimum requirements of the Conservation Enforcement Officer class.

The Protective Services Trainee applicant must meet the following eligibility requirements:

- Be at least 20 years of age by April 11, 2017. (Although applicants can take the written test before their 21st birthday, they are not eligible to be appointed until they are 21 years of age.)
- Be in general good health and have sufficient strength, stamina and agility as required by duties of the position.
- Be free from felony and Class A or B misdemeanor convictions.
- Have a good educational and work record and excellent moral character.

The following are other requirements for the position of Protective Services Trainee:

- Be a United States citizen by the date of appointment.
- Possess a high school diploma or GED prior to admission to the Training Academy.
- Obtain a valid Connecticut Motor Vehicle Operator's License and establish residence in Connecticut before graduating from the Training Academy.
- Incumbents may be required to obtain and maintain Emergency Medical Technician (EMT) or Paramedic certification.
- Incumbents in this class must be willing to work day, evening, night or weekend shifts and are on call for emergencies 24 hours a day.
- If you are selected as a Protective Services Trainee, you will be required to complete a course of training to include completion and graduation from the POST Training Academy program or its equivalent.

POLICE OFFICER STANDARDS AND TRAINING (POST) ACADEMY

The basic training program at the Connecticut Police Academy is approximately 19 weeks long. Recruit officers reside at the Academy from 8 a.m. on Monday to 6 p.m. Friday each week. Recruits must successfully pass, with a grade of 70% or better, each of 14 different academic areas as well as successfully pass each of a series of different practical skill areas (currently seven). Additionally, recruits must complete a field and departmental training program consisting of a minimum of 400 additional hours.

More information about training can be found on the Police Officer Standards and Training (POST) Council website ct.gov/post. Once on the site select the Basic Training Division, and then click on the link to BASIC TRAINING CURRICULUM 871 HOURS and the link to ENTRY, CERTIFICATION AND RENEWAL STANDARDS.

BENEFITS

STATE POLICE TROOPER TRAINEE AND PROTECTIVE SERVICES TRAINEE

State Police Trooper Trainee (Salary and related information)	\$40,383 while attending the Training Academy <ul style="list-style-type: none"> • \$55,756 annually, after completion of the Training Academy • Overtime • Shift Differential
	State car and gasoline
	Meal Allowance
	Educational Incentive
	Special Assignment Stipends
Protective Services Trainee (Salary and related information)	\$40,226 while attending the Training Academy <ul style="list-style-type: none"> • Salary increases to \$42,112 upon completion of academy training • Salary increases to \$53,540 after completion of academy and field training • Overtime • Shift differential
Medical and Dental Benefits	Choice of Health and Dental plans
Paid Time Off	<ul style="list-style-type: none"> • 12 Vacation days per year • 3 Personal days per year • 15 Sick days per year • 12 Holidays per year • Workers' Compensation, if injured on the job
Clothing	Uniforms are either provided for by the Agency or a clothing allowance is provided for uniforms and footwear
Retirement Benefits	Hazardous Duty Retirement: <ul style="list-style-type: none"> • 25 years of hazardous duty service at any age or 20 years of hazardous duty service after attainment of age 50, eligible for 50% of average 5 highest years' earnings within the first 20 years • 2% for each additional year after 20 years of service • Prior military service may be purchased for additional retirement credit • Health insurance at retirement & minimal cost for dental insurance.
Other Benefit Programs Include	<ul style="list-style-type: none"> • Tuition Reimbursement • Family Medical Leave • Employee Assistance Program • Supplemental Participatory Programs <ul style="list-style-type: none"> • Disability Insurance • Life Insurance • Cancer Insurance • Credit Union • Savings Bonds • Deferred Compensation • Dependent Care Assistance Program • Long Term Care

Additional Employee Benefit information is available at the [State of Connecticut Comptroller](#) website and on the Department of Administrative Services Website: [State Police Trooper Trainee – NP-1](#) Contract and [Protective Services Trainee – NP5](#) Contract.

RESEARCH AND SELF-ASSESSMENT

STATE POLICE TROOPER TRAINEE AND PROTECTIVE SERVICES TRAINEE

Before applying for the State Police Trooper Trainee and/or the Protective Services Trainee examination, we strongly recommend that you find out as much information as you can about these jobs, the qualifications and selection processes for these jobs, and the required training programs. Take the self-assessment below to determine if you have what it takes to enter into a career in law enforcement.

1. Are you willing to go through a series of different tests (written, physical fitness, polygraph exam, psychological evaluation, medical exam, background investigation, drug screening, and oral interview)?
2. Are you willing to answer honestly many personal questions about your education, work history, character, interests, attitudes and skills?
3. Do you have a good educational and/or work record and excellent moral character?
4. Are you free from felony and Class A and B misdemeanor convictions?
5. Do you have normal hearing, normal color vision and depth perception?
6. If you are not a current resident of Connecticut, will you be able to establish residency in Connecticut before academy graduation if you are offered a job?
7. If you do not currently have a valid Connecticut Motor Vehicle Operator's License, will you be able to obtain one before academy graduation if you are offered a job?
8. If you are not currently a US citizen, will you be able to obtain citizenship prior to being hired if you are offered a job?
9. If you do not have a High School diploma or GED, will you obtain one before completion of training if you are hired?
10. Are you willing to undergo an intense academy training program that is both academically and physically demanding?
11. Are you willing to take orders and be a team member of a paramilitary, highly structured organization, whose operation is guided by policies, procedures, rules and regulations, which must be strictly enforced?
12. Are you willing to be exposed to an environment that may include: exposure to considerable danger of assault or injury from assaultive and/or abusive criminals; risk of injury from automobile or other accidents; and discomforts including working in tiring positions, disagreeable environmental conditions, etc.?
13. Are you willing to have no choice of shift or post assignment or weekend, holiday, and overtime work, due to lack of seniority?
14. Are you willing to be "on call" for emergencies 24 hours a day?
15. Are you willing to make immediate decisions based on training, experience and courage; handle a diversity of situations and problems, while acting within the restraints of the law; and communicate with others patiently without outward display of temper and emotion?
16. Are you willing to work alone, wear badges, carry guns, and take charge in life threatening situations?
17. For State Police Trooper Trainee. Are you willing and able to comply with the agency Tattoo and Body Modification Policy? [DESPP Tattoo Policy](#)

If you answered "**NO**" to any of these questions, you probably should not continue pursuing a career in this field. If you answered "**YES**" to these questions, you should continue to investigate this career for yourself.

APPLICATION PROCESS

STATE POLICE TROOPER TRAINEE AND PROTECTIVE SERVICES TRAINEE

If you are interested in applying for the examinations for State Police Trooper Trainee and/or Protective Services Trainee, you must complete the Special Internet State Police Trooper Trainee/Protective Services Trainee Application Form. The Special Internet application form and the exam announcements for State Police Trooper Trainee and Protective Services Trainee can be found on the Internet by accessing the [Law Enforcement Exam website](#). Applications will be accepted from March 21, 2017 (1:00 PM EST) until April 11, 2017 (1:00 PM EST). **The special Application Form for State Police Trooper Trainee/Protective Services Trainee must be completed and filed on the DAS Law Enforcement Exam Website.** The Internet application process takes approximately ten minutes to complete (after you have set up a Biznet Account) and provides immediate confirmation that your application has been submitted. It also allows you to select the date, time and location of your written test. Free Internet access is available at the Department of Labor Connecticut Works Career Centers and at most town libraries. (The standard State of Connecticut CT-HR-12 application will **not** be accepted for this exam.) All on-line applications must be submitted no later than 1:00 PM (EST) on April 11, 2017. Please note, incomplete applications and applications received on incorrect forms will **not** be accepted.

Allow yourself time to Create a BizNet Account if you do not already have one. (You will need an email account/address to create a BizNet Account.)

Do not wait until the last day to create your BizNet Account and submit your Internet exam application form. The application system will go down at exactly 1:00 PM on April 11, 2017.

The special Internet application form will allow you to apply for:

- State Police Trooper Trainee only
- Protective Services Trainee only
- Both State Police Trooper Trainee and Protective Services Trainee

If you are interested in both State Police Trooper Trainee and Protective Services Trainee jobs, you **must** apply for both examinations. (You can apply for both examinations on the same application form by selecting both examination titles.) We cannot place your name on a list for an examination for which you did not apply.

The written examination is the same for State Police Trooper Trainee and Protective Services Trainee. You only have to take one written exam, so it is to your advantage to apply for both examinations.

GENERAL INFORMATION ABOUT THE SELECTION PROCESS FOR CONNECTICUT STATE POLICE TROOPER TRAINEE

The following phases may be part of the State Police Trooper Trainee selection process depending upon how far you advance through the process and whether a conditional offer of employment has been extended to you. The selection process entails the following:

- Written Test
- Physical Fitness Test
- Polygraph Examination
- Background Investigation
- Psychological Evaluation
- Medical Evaluation
- Structured Interview

After successful completion of the written test, the names of passing applicants will be given to the Department of Emergency Services and Public Protection. The Department of Emergency Services and Public Protection is responsible for conducting all additional phases of the selection process for applicants that they are considering.

Applicants must successfully pass each phase of the selection process in order to proceed to the next phase in the process.

Candidates will be required to demonstrate a successful level of physical fitness as a final condition to entering the training academy.

Successful completion of all phases of the selection process means that you are eligible to be considered for appointment as a State Police Trooper Trainee.

GENERAL INFORMATION ABOUT THE SELECTION PROCESS FOR PROTECTIVE SERVICES TRAINEE

The following phases may be part of the Protective Services Trainee selection process depending upon how far you advance through the process and whether a conditional offer of employment has been extended to you. The selection process entails the following:

- Written Test
- Structured Interview
- Polygraph Examination
- Background Investigation
- Psychological Evaluation
- Medical Evaluation
- Physical Fitness Test
- Swim Test (Protective Services, Conservation Enforcement only)

After completion of the written test, the names of passing applicants will be given to the hiring agencies. The hiring agencies are responsible for conducting all additional phases of the selection process for applicants that they are considering.

Applicants must successfully pass each phase of the selection process in order to proceed to the next phase in the process.

Candidates will be required to demonstrate a successful level of physical fitness as a final condition to entering the training academy.

Successful completion of all phases of the selection process means that you are eligible to be considered for appointment as a Protective Services Trainee.

GENERAL INFORMATION ABOUT THE WRITTEN TEST FOR STATE POLICE TROOPER TRAINEE AND PROTECTIVE SERVICES TRAINEE

The written test for State Police Trooper Trainee and Protective Services Trainee is the same test. (You must apply for both examinations on the Special Internet Application Form for State Police Trooper Trainee and Protective Services Trainee for your score to be applied to both examinations. Changes cannot be made after the application closing date.)

The written test is the first phase of the selection process. The written test will be conducted on selected dates from April 20, 2017 through May 13, 2017. Applicants will be required to take the written test on the date, time and location for which they scheduled themselves. **There will be no make-up examinations. (No Exceptions.)**

Applicants who miss their scheduled date/time, arrive at an incorrect location/date/time, arrive later than 30 minutes after their scheduled time, or arrive at a test site without proper ID will not be rescheduled. **There will be no make-up examinations. (No Exceptions.)**

The written test will consist of approximately 80 multiple-choice questions. All of the test questions were developed and approved by a test development committee of job experts. The written test is designed to test the following knowledge, skills and abilities, identified, through job analysis, as important for successful job performance as a State Police Trooper and Police Officer:

- Logical Reasoning Ability
- Power of Observation/Perceptiveness
- Reading Ability
- Written Communication Skills
- Ability to Exercise Good Judgment
- Interpersonal Skills
- Interests and Preferences

On the following pages, you will find basic information about each of these sections and sample questions similar to ones that might appear on the written test.

Logical Reasoning Ability

This section of the written test contains questions that assess your ability to think logically. State Police Troopers and Police Officers must be able to think logically when analyzing information and solving problems. Here are some sample questions that might be similar to those in the test.

Four witnesses saw a man committing a crime. By the time the police arrived the man had fled the scene. Below are the descriptions of the man as given by the witnesses. Which one is **most** probably the correct one?

- A. Blond hair, brown eyes, about 5 feet 10 inches, wearing a blue jacket.
- B. Blond hair, blue eyes, about 5 feet 11 inches, wearing a blue jacket.
- C. Blond hair, brown eyes, about 5 feet 9 inches, wearing a red jacket.
- D. Blond hair, brown eyes, about 5 feet 5 inches, wearing a blue jacket.

The correct answer is A.

Look for the common information from the four witnesses. All four witnesses said that the man had blond hair. Three of the four said the man had brown eyes. Three of the four said he was between 5 feet 9 inches and 5 feet 11 inches tall. Three of the four said the man was wearing a blue jacket. So the common information is Blond hair, brown eyes, 5 feet 9-11 inches, wearing a blue jacket – this is answer A.

Four men were given prison sentences. Smith's sentence was longer than Malloy's. Allen's prison term was for fewer years than Smith's but for more years than Taylor's. If none of the men will be eligible for parole, who will be in prison **longest**?

- A. Allen
- B. Taylor
- C. Smith
- D. Malloy

The correct answer is C.

Smith's sentence is longer than Malloy so the answer is not Malloy. Allen's term is for fewer years than Smith so the answer is not Allen. Allen's term is for more years than Taylor so the answer is not Taylor. Therefore, the answer must be Smith.

Two vehicles are involved in a traffic accident. A Police Officer measures and records the distance from each vehicle to a stop sign. Vehicle number 1 is 31.75 feet north of the stop sign and vehicle number 2 is 12.50 feet south of the stop sign. Based on this information, what is the distance from vehicle number 1 to vehicle number 2 in feet and inches?

- A. 43 ft. 3 in.
- B. 44 ft. 3 in.
- C. 44 ft. 4 in.
- D. 45 ft. 6 in.

The correct answer is B.

31.75 feet plus 12.50 feet equals 44.25 feet. There are 12 inches in a foot so .25 feet equals 3 inches. Therefore the answer is 44 feet and 3 inches.

Power of Observation/Perceptiveness

This section of the test contains questions that assess your power of observation. State Police Troopers and Police Officers must be able to observe and remember details about people, places and things. They must also be able to recognize when changes may have occurred.

The following two sample questions are to be answered **solely** on the basis of the following sketches. The first face is a sketch of an alleged criminal based on witnesses' descriptions at the crime scene. One of the four sketches (labeled A-D) is the way the suspect looked after changing his or her appearance. Assume that **NO** surgery has been done on the suspect. Assume that the suspect is **NOT** wearing any special disguise makeup. Select the face which is **most** likely that of the suspect. In answering these questions, you should pay attention to those features which cannot be changed easily and ignore those features that can be changed easily.



A.



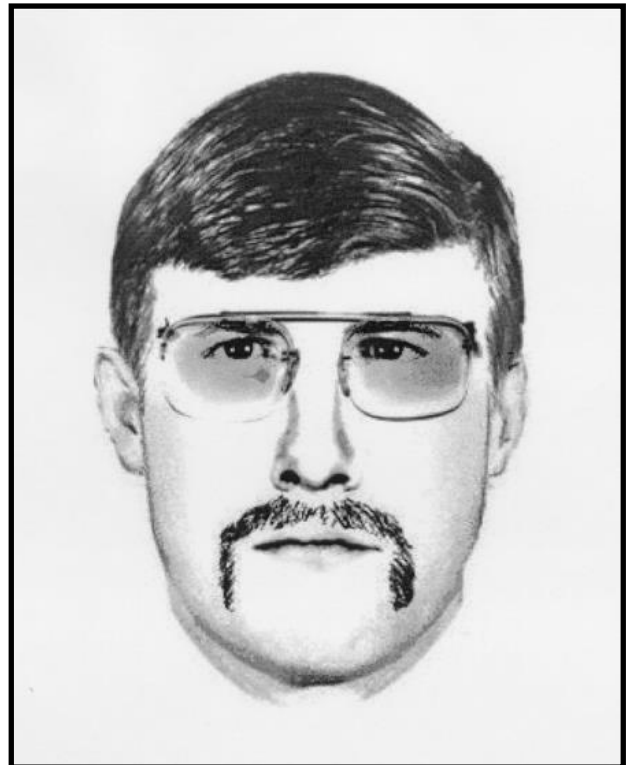
B.



C.



D.





A.



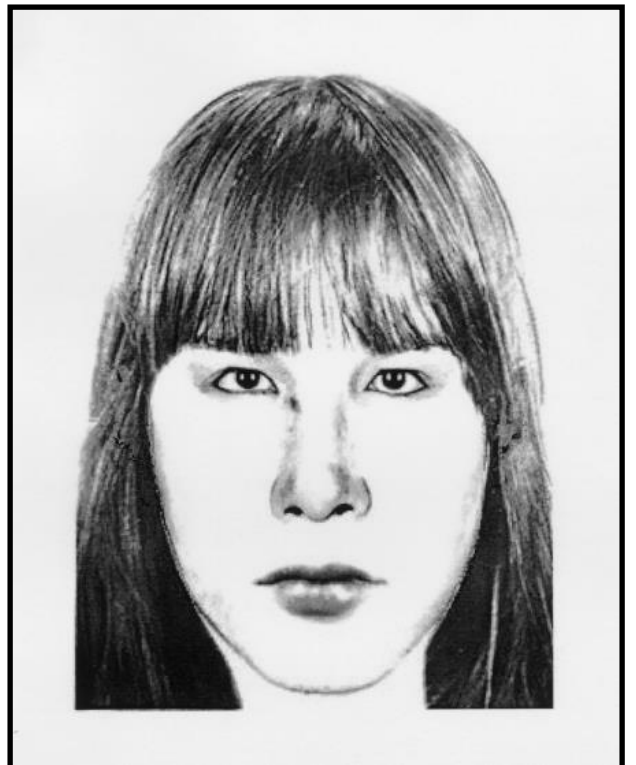
B.



C.



D.



The correct answer for the first sample question is C. The correct answer for the second sample question is B.

When answering these questions you should pay attention to those features which cannot be changed easily.

Reading Ability

This section of the test contains questions that assess reading comprehension. State Police Troopers and Police Officers must be able to read laws, regulations, policies, procedures, reports, correspondence, administrative directives and training manuals and understand, apply and respond to the information they read. Here are sample questions that might be similar to those in the test.

“A recent research study found that police officers with positive attitudes about their department’s community policing program are much less likely to arrest suspects they encounter than police officers with more traditional views about policing. Researchers observed encounters of officers and citizens, and found that officers who were generally positive about community policing arrested about five percent of the suspects they encountered, whereas officers who were negative about community policing arrested 31 percent of the suspects they encountered. The difference held up consistently even when tested against control factors such as race, socioeconomic variables and the degree of resistance shown by suspects toward officer authority.”

Which one of the following statements is **most** completely supported by the above paragraph?

- A. Police officers with positive attitudes about community policing had more frequent encounters with citizens.
- B. Police officers with negative attitudes about community policing were more likely to arrest suspects they encountered.
- C. Police officers with positive attitudes about community policing make up five percent of the police force.
- D. Police officers with negative attitudes about community policing tended to react more negatively to resistance shown by suspects toward police authority.

The correct answer is B.

The statements in answers A, C and D are not supported by the information in the passage.

“Sec. 14-220. Slow speed. (a) No person shall operate a motor vehicle at a speed lower than forty miles per hour on any limited access divided highway and no person shall operate a motor vehicle on any other highway at such a slow speed as to impede or block the normal and reasonable movement of traffic except, in either case, when reduced speed is necessary for safe operation or in an emergency, or in compliance with the law or the direction of an officer. The provisions of this section shall not apply to (1) maintenance vehicles or equipment of the state or any municipal highway department, or to such vehicles or equipment of a contractor under contract with any such department while engaged in maintenance operations; (2) any motor vehicle with a commercial registration which while traveling on any limited access divided highway is unable to maintain the minimum speed limit of forty miles per hour due to the gradient, or to any such vehicle which while traveling on any other highway is being driven at such a slow speed as to obstruct or endanger following traffic, provided the operator thereof employs flashing lights on such motor vehicle.”

According to the statute above, which of the following motor vehicles may be operated at a speed lower than forty miles per hour on a limited access highway?

- A. Any motor vehicle which is unable to reach a speed of forty miles per hour.
- B. Any motor vehicle which is unable to reach a speed of forty miles per hour on an uphill grade.
- C. Any maintenance vehicle belonging to a state or municipal highway department.
- D. Any vehicle belonging to a contractor under contract to the state.

The correct answer is C.

Answers A, B and D are incorrect because they are too broad and do not include the restrictions as outlined in the passage.

Written Communication Skills

This section of the test contains questions that assess your ability to communicate information clearly and effectively in writing using proper English grammar, punctuation and word usage. State Police Troopers and Police Officers must be able to write clear and effective reports, court documents, correspondence and other documents. Here are sample questions that might be similar to those in the test.

Which of the following sentences represents the **best** English usage, considering proper word use, grammar, and punctuation?

- A. Officer Williams and I arrested the suspect.
- B. Officer Williams and me arrested the suspect.
- C. The suspect was arrested, by the two of us, me and Officer Williams.
- D. The suspect was arrested by Officer Williams and myself.

The correct answer is A.

The word "me" in answer B is incorrect. Answer C is incorrect because it is overly wordy and the punctuation is incorrect. The word "myself" in answer D is incorrect.

The following item consists of a statement which is divided into four lettered parts by diagonal lines. The statement may be correct, or may have mistakes in grammar, word usage or punctuation. If the statement contains an error, mark the letter corresponding to the part which contains the error. If the statement does not contain an error, mark the letter E on your answer sheet.

(A) (B) C
Their were two adults, / three children and a dog / in the vehicle that was /
(D) (E)
stopped for speeding. / No Error

The correct answer is A.

Section A contains an error. The word "their" in section A should be "there".

A police officer is preparing an accident report which will include a paragraph made up from the group of six sentences listed below. Which of the following is the **best** arrangement of the six sentences to form a well-organized and logical paragraph?

1. The operator, William Burke, was trapped inside the cab of the tractor-trailer and complained of severe pain in his left leg and shoulder.
 2. At the scene I observed a tractor-trailer truck lying on its side on the shoulder of the highway, and immediately checked on the condition of the operator.
 3. He said that he stopped a short distance away from the tractor-trailer and called the police about the accident.
 4. He said that the tractor-trailer slowly moved across the lane in front of him, and then ran off the road and rolled over.
 5. I interviewed a witness, Charles Chin, who said he had been driving north on I-91 about 100 yards behind the tractor-trailer when it rolled over.
 6. After speaking with the operator of the tractor-trailer, I then called the dispatcher to send an ambulance and the fire department to the scene.
- A. 5, 2, 1, 3, 4, 6
B. 2, 6, 1, 5, 3, 4
C. 2, 5, 6, 4, 3, 1
D. 2, 1, 6, 5, 4, 3

The correct answer is D.

Sentence 2 must come first as it introduces the information in the paragraph. Sentence 1 must come next as it tells what the officer saw at the scene. Sentence 6 follows as it talks about the officer talking to the operator. Sentence 5 follows as it introduces the witness. Sentences 4 and then 3 follow as they report what the witness said to the officer.

Ability to Exercise Good Judgment

This section of the test contains questions that assess your ability to exercise good judgment. State Police Troopers and Police Officers must be able to use good judgment to evaluate situations, consider alternatives and determine appropriate actions. (Please note that you do not need to have knowledge of police procedures to answer the questions in this section.) Here are sample questions that might be similar to those in the test.

The Governor is participating in a motorcade to escort a very important foreign dignitary to the State Capital, and the streets crossing the motorcade route have been closed to traffic. A police officer that is stationed along the route of the motorcade has been ordered not to allow vehicles to cross the street until after the motorcade has passed. An ambulance driver on an emergency run asks to cross the street before the motorcade arrives. Under these circumstances the officer should:

- A. ask the ambulance driver to wait while the officer calls headquarters for a decision.
- B. check to be sure that the motorcade is not approaching the intersection and allow the ambulance to cross the street.
- C. give the ambulance driver directions to the best detour around the motorcade route which will add the least amount of time to his emergency run.
- D. ask the ambulance driver to wait until the motorcade passes.

The correct answer is B.

The ambulance is an emergency vehicle on an emergency run and the motorcade is not approaching the intersection. Time is critical in saving the life of the person in the ambulance.

A police officer has been assigned to a security detail at a college campus. A controversial speaker is scheduled to speak at the college and angry protesters are expected. He has been assigned a post and directed to watch for suspicious persons entering a particular building. During his watch, he notices that several protesters have begun to spray paint slogans onto buildings a block or so away from his position. What would be the **best** action for the police officer to take in this situation?

- A. Remain at his post and concentrate on watching the people near his area.
- B. Remain at his post but call the information about the protesters in to his supervisor.
- C. Immediately, go over to the protestors and tell them to disperse.
- D. Call his supervisor and request permission to leave his post.

The correct answer is B.

A is not correct as the officer should not ignore people destroying property. C is not correct as the officer should not leave the post he has been assigned. D is a better answer than A or C, however, it is not the best answer. B is the best answer.

Interpersonal Skills

This section of the test contains questions that assess your interpersonal skills. State Police Troopers and Police Officers must be able to deal effectively with members of the public, coworkers and their supervisors. They must be able to deal effectively with other persons in a tactful and respectful manner, often in difficult and stressful situations. Here are sample questions that might be similar to those in the test.

When communicating with an angry citizen, one key to good public relations is to remember that:

- A. you should react to his/her anger with resistance and force.
- B. it is best to rely upon your own assumptions, personal feelings and biases.
- C. being rigid shows strength, but being flexible shows weakness.
- D. no one starts out believing he or she is unreasonable or wrong.

The correct answer is D.

A, B and C are incorrect. Showing anger or rigidity in this situation will not foster good public relations. Also, allowing assumptions, personal feeling and biases to effect how you deal with an angry citizen is not appropriate and does not lead to good public relations.

In dealing with members of the public, a police officer should maintain a cordial and impartial attitude **chiefly** because:

- A. you will be more popular.
- B. you never know when you may meet some important person.
- C. it establishes good will and confidence.
- D. it may get good publicity for you.

The correct answer is C.

A, B and D are incorrect. Police officers should be concerned about instilling confidence with the public and not concerned about popularity, meeting important people or personal publicity.

Interests and Preferences

This section of the test contains questions related to your interests and preferences as related to the job of State Police Trooper and Police Officer. Do not try to "outguess" these questions. The best strategy is to simply answer these questions honestly in the way that best reflects your own interests. Here are sample questions that might be similar to those in the test.

Which of the following would you prefer?

- A. Having a wide variety of activities and assignments that often change.
- B. Giving orders or instructions to others, controlling situations involving others.
- C. Cannot decide between (A) and (B).

Which of the following would you prefer?

- A. Being organized, planning things in advance, having all details taken care of.
- B. Using physical effort such as lifting, carrying, walking, climbing, etc.
- C. Cannot decide between (A) and (B).

You must decide the answers for these questions based on your interests and preferences.

GENERAL TIPS ON ANSWERING MULTIPLE-CHOICE QUESTIONS

A multiple-choice question is usually designed in one of three forms: (1) it states a question for you to answer, (2) it asks you to choose the correct answer from a list of statements, or (3) it asks you to complete an incomplete statement. For each question, several possible answer choices will be listed. You are to select the one choice that **best** answers the question, is **most** nearly correct or **best** completes the statement.

Your score on the multiple-choice test will be based on the total number of questions that you answer correctly and the weights of the questions. Therefore, it is to your advantage to answer every question, even if you are not sure which answer is the correct answer. However, be sure that you mark only one answer for each question; if you mark more than one answer, that question will be recorded as incorrect.

Tips on Answering Multiple-Choice Questions:

1. Read the entire question carefully and try to answer it without referring to the answer choices. This way, you may be less confused than if you read the possible answer choices first.
2. Look for key words in the question that may help you select the correct answer from the choices provided. Some common key words are: some, none, many, most, all, least, less, more, worst, poor, good, best, advantage, disadvantage, smallest, smaller, larger, largest, first, last, never, always, any, only, usually, seldom, frequently, generally, often, not, except, false and true.
3. Always read all of the possible answer alternatives carefully before jumping to the conclusion that a particular one must be the best.
4. Use the process of elimination if the correct answer does not immediately occur to you. Eliminate obviously wrong answers and narrow your choice to the ones that directly answer the question. Then select the answer that is most nearly correct or best answers the question.
5. Don't be influenced by the length of the answer choices. The longest answer is not necessarily the correct one.
6. Don't select an answer choice just because it includes technical language. Answer choices using technical terminology may be included in order to see whether you know the difference between what "looks right" and what "is right".
7. The following clues may help you select the correct answer:
 - a. Use key words in the question to eliminate obviously wrong answer choices.
 - b. Be alert to the presence of negative words in the question stem. Negative words (such as not, except, never, least) place limitations on an answer and may make an answer choice incorrect.

- c. Try not to read too much into the question. Avoid imagining detailed scenarios in which the answer *could* be true. In most cases, questions that appear to be "trick questions" are usually only tricky because they're not taken at face value. Determine the best answer using only the information supplied in the question, without making unwarranted assumptions. The correct answer is the one that works best for the situation described.
 - d. If more than one choice seems to answer the question correctly, see if one of the answer choices is "all of the above". Since there can only be one right answer, if two answers seem to be equally correct then the right answer may be "all of the above".
 - e. Be sure to choose an answer that is directly related to the question being asked. Do not select an answer choice even if it is a true or correct statement by itself, unless it specifically answers the question being asked.
 - f. Some multiple-choice questions ask how you would handle a situation that may happen on the job. Answer the question as if you were the employee responsible for handling the situation. Use your judgment and choose the answer that you feel would work best on the job.
 - g. The correct answer is the choice that contains the most exact or most complete information in response to the question. Some answer choices may be correct or true in part, but are less exact or less complete than the "best" choice. An answer choice that is only partially correct, partially true or true only under certain conditions should be considered an incorrect choice.
8. Don't skip around. Skipping around in the test wastes time since you will have to spend time searching for the skipped questions later. A better approach is to try your best to answer each question in order.
9. Generally, first answer choices are more often correct than not. There is evidence to suggest that test-takers more frequently change right answers to wrong ones than wrong answers to right ones. Don't race through the questions. If you take time to think through each question, your initial answer will usually be the correct one. Although there are always exceptions to this rule, the best approach is to carefully answer each question the *first* time you go through the test and change only those answers that are clearly incorrect if you have time later.
10. Don't let more difficult questions affect your attitude and steal valuable time. Don't linger over questions you cannot answer. If you cannot decide on an answer choice, make your best guess and move on. However, if you must guess, try to eliminate as many clearly wrong choices as you can in order to make your guess from as few choices as possible. If there are four answer choices from which to choose, your chances of guessing the correct answer is one in four, or 25%. If you can eliminate even one answer choice, your chances of guessing correctly rise to one in three, or 33%. Elimination of additional answer choices further increases your chances of guessing the correct answer.
11. Rely on your knowledge and don't look for patterns in the letters of the answer choices (A, B, C, D, E).

GENERAL TIPS FOR MAKING THE BEST USE OF TEST TIME

1. The test instructions will tell you how much time you will have to complete the entire written test. The test outline, also included in the Test Booklet, will state the point value of each question since some questions may be worth more than others. Although every effort is made to ensure that applicants have sufficient time to read, absorb and answer each question, it is still important for you to keep track of the time so that you will complete the entire test within the allotted time.
2. There will be approximately 80 test items. You will have up to two hours and 15 minutes to complete the written test for State Police Trooper Trainee and/or Protective Services Trainee. This allows you about 1.5 minutes to read and answer each multiple-choice question. Try not to spend too much time on difficult questions. Instead, choose what you think is the best answer as quickly as you can, and come back to the question later if you have time. (Do not write or make any marks in the Test Booklet. Record the number of the questions you want to return to on your scrap paper, and return to these if you have extra time remaining when you have completed the test.)
3. If you skip a question, be sure that you also skip the corresponding number on the answer sheet. Check often to be sure that you have not lost your place and that you are marking the correct answer bubble on your answer sheet.
4. Leave yourself a few minutes at the end to go over your paperwork. Make sure you have answered all of the questions and that your responses are clearly marked.

ON THE DAY OF THE WRITTEN TEST

- Make sure you know how to get to the test site and how long it should take to get there. Directions to the test site are available here: [Cheshire](#). If you have never been to the test site before, take a test drive before the day of the exam. On the day of the exam, leave yourself plenty of time just in case you hit traffic, have car problems, or get lost. Arrive at the test site early enough so that you can (try to) get relaxed before the start of the test. But, don't arrive so early that you have time to become anxious. It is recommended that you arrive at the test site at least 30 minutes prior to your scheduled test. **(Please note, if you arrive at the test site more than 30 minutes after your scheduled time you will not be permitted to take the test and will not be rescheduled. Late arrivals are not given additional time.)**
- Check your Confirmation Sheet/Scheduling Letter so you know the location, date and time of your scheduled test. You must attend the test you are scheduled for. You will **not** be permitted to take the test at any other location, date and/or time than the one stated on your official Confirmation Sheet/Scheduling Letter. Please note that if you changed your schedule during the application process, you are only scheduled for your final choice. There are many test dates and times; don't assume you are going to the same test as your friends.

- Get a good night's sleep and be well rested.
- Eat breakfast or lunch before the test. Do not skip a meal or overeat.
- Attire: Dress appropriately for a test conducted in a State Building. Although, there is no formal dress code, business casual is recommended. Dress in layers so that you can remove some clothing if you get too warm during the test.
- **Bring the following.** Be sure to bring all pages of your Confirmation Sheet/Scheduling Letter, a photo ID that includes your signature and two **sharpened** No. 2 pencils with erasers with you to the test. If you do **not** have a photo ID with your signature, you will **not** be permitted to take the test and you will **not** be rescheduled.
- **Do not bring** other documents such as supplying veteran's documentation to the test site. DD214's or other supporting documentation should be faxed to 860-707-1939 or e-mailed to Lawenforcement.exams@ct.gov. Do **not** bring original or copies of your High School diploma or G.E.D.
- Do **not** bring family or friends to the test site. Space is arranged only for applicants and the monitoring staff.
- **Leave cell phones and other devices as listed at home or in your car.** You are **not** permitted to bring cellular phones, electronic paging devices, calculators, watches with memory capability, Blackberry devices, iPads/iPods/MP-3 players, recording or filming devices, radios, computers, or other mechanical and electronic devices, tobacco or weapons into the test room. Books, manuals, notes, pads, envelopes, folders, purses, briefcases, backpacks, hats, sunglasses or food are **not** permitted in the test room. Leave these items at home or locked in your car. If these or other prohibited items are brought into the test site your examination will **not** be scored.

ACCESSING YOUR WRITTEN TEST RESULTS

The results from the written test will be available on the DAS website from June 30, 2017 (1:00 PM EST) through September 30, 2017 (1:00 pm EST). You may obtain your written test results by accessing the DAS [Law Enforcement Exam website](#). Then you will login using your e-mail address and password. **Print your test results for your records. You will not receive your test results in the mail.**

If you receive a passing score on the written test, you will be eligible to be considered further in the selection process. After the completion of the written test, the Department of Administrative Services will promulgate a candidate list (list of candidates who received passing scores on the test) that will be available for the hiring agencies to use. The Department of Administrative Services has delegated the remainder of the selection process to the hiring agencies.

ADDITIONAL STEPS IN THE SELECTION PROCESS FOR STATE POLICE TROOPER TRAINEE AND PROTECTIVE SERVICES TRAINEE

Polygraph Test

The polygraph test includes inquiries concerning the use of illegal drugs, the physical abuse of other persons and other criminal activities, as well as employment and driving history.

Background Investigation

The background investigation involves a comprehensive review of employment, education, training, criminal, motor vehicle and credit histories.

Psychological Evaluation

The psychological evaluation includes a combination of written tests and an interview to assess suitability for employment in law enforcement.

Medical Evaluation

The medical examination includes a comprehensive medical/physical examination, including a controlled substance screening.

Physical Fitness Test

The physical fitness test for State Police Trooper Trainee consists of four test/events:

- One-Minute Sit-Up Test
- 300 Meter Run Test
- One-Minute Push-Up Test
- 1.5 Mile Run Test

The physical fitness test for Protective Services Trainee consists of four test/events:

- One-Minute Sit-Up Test
- 300 Meter Run Test
- One-Minute Push-Up Test
- 1.5 Mile Run Test

Swim Test (For Protective Services Trainee, Conservation Enforcement Only)

Candidates will be required to pass a swim test, including swimming 100 yards in four minutes, for positions at the Department of Energy and Environmental Protection.

Structured Interview

Candidates will take part in a structured employment interview to assess oral communication skills and qualifications and suitability for the job. (The employment interview may occur earlier in the selection process, depending on the hiring agency.)

Candidates will be required to demonstrate a successful level of physical fitness as a final condition to entering the training academy.

Successful completion of all phases of the selection process means that you are eligible to be considered for appointment.

GENERAL INFORMATION ABOUT THE PHYSICAL FITNESS TEST FOR STATE POLICE TROOPER TRAINEE

The following information is provided so that you can begin to prepare for the physical fitness test, in the event that you proceed to this step in the selection process for State Police Trooper Trainee. (Please note that the physical fitness test will not be conducted immediately following the written exam. The physical fitness test will be administered later in the selection process for successful applicants.)

The Physical Fitness test for State Police Trooper Trainee consists of four tests/events:

- One-Minute Sit-Up Test
- 300 Meter Run Test
- One-Minute Push-Up Test
- 1.5 Mile Run Test

Each test is briefly described below. Applicants must pass each test in order to pass the Physical Fitness test. The test will be conducted in the order listed. **YOU SHOULD BEGIN PREPARING FOR THE PHYSICAL FITNESS TEST.**

Station 1: One-Minute Sit-Up Test: This test measures muscular endurance of the abdominal muscles. (It is an important area for performing job tasks that may involve the use of force. It is also important for maintaining good posture and minimizing lower back problems.) The test involves the performance of as many bent leg sit-ups as an applicant can properly complete in a one-minute period. Hands must be behind the head with fingers interlaced. Elbows must touch the knees in the up position and the back must touch the floor in the down position. Applicants may rest only in the up position. (A partner will hold your feet down.) The score is the number of correctly performed sit-ups performed in one-minute.

Station 2: 300 Meter Run Test: This is a timed run to measure anaerobic power. (It is an important area for performing job tasks that involve short bursts of maximum effort such as sprinting to respond to emergencies, lifting and carrying, dragging and pulling, and using force in physical encounters.) The test involves the timed completion of a 300 meter run. Prior to the test, you should warm-up per your normal training regimen. To begin the test you will gather at the starting line. At the signal, run as fast as possible until you reach the finish line. (It should be noted, that you should be sprinting at your maximal level of effort – applicants who jog at a slow or moderate pace or walk during this event will not be able to complete the run in the required time.) During the test, pacing devices, external assistance, or device that impair individuals from hearing the instructions will be prohibited. The score is the number of seconds needed to complete the 300 meter run.

Station 3: One-Minute Push-Up Test: This test measures muscular endurance of the chest, upper arms and shoulders (upper body dynamic strength). (It is an important area for performing job tasks requiring upper body strength.) The test involves the performance of as many push-ups as an applicant can properly complete in a one-minute period. (Female applicants are permitted to do modified push-ups.) Applicants begin the event in the down position with hands placed next to the shoulders. Arms must be fully extended in the up position and the chest, stomach and thighs must be off the floor in the down position. Applicants may rest only in the up position. The score is the number of correctly performed push-ups performed in one-minute.

Station 4: 1.5 Mile Run Test: This is a timed run to measure the heart and vascular system's capability to transport oxygen (cardiovascular endurance). (It is an important area for performing job tasks involving stamina and endurance and to minimize the risk of cardiovascular problems.) The test involves the timed completion of a 1.5-mile run. Applicants are permitted to run, jog and/or walk to complete the 1.5 mile distance. (It should be noted, however, that this event cannot be passed if applicants walk all or a good part of the distance.) The score is the number of minutes and seconds needed to complete the 1.5-mile run.

PHYSICAL FITNESS STANDARDS

The following standards must be met in order to pass the Physical Fitness Test. Performance scores are pass or fail. An applicant must pass the first test in order to proceed to the next test. Applicants are required to pass all FOUR tests. (Applicants will only be tested once at each event; **re-testing will not be permitted.**)

FEMALE:

Age Group

Test	20-29	30-39	40-49	50+
1 Minute Sit-Ups	32	25	20	14
300 Meter Run	71	79	94	---
1 Minute Push-Ups (Modified)	23	19	13	12
1.5 Mile Run	15:05	15:56	17:11	19:10

(Note: If females choose to do traditional (full body) push-ups the standards are as follows: age 20-29, 15 push-ups; age 30-39, 11 push-ups; age 40-49, 9 push-ups; age 50-59, 7 push-ups.)

MALE:

Age Group

Test	20-29	30-39	40-49	50+
1 Minute Sit-Ups	38	35	29	24
300 Meter Run	59	58.9	72	83.2
1 Minute Push-Ups	29	24	18	13
1.5 Mile Run	12:29	12:53	13:50	15:14

PREPARING FOR THE PHYSICAL FITNESS TEST

It is strongly recommended that you begin to prepare for the physical fitness test as soon as possible.

If you are not involved in a regular exercise program of aerobic and anaerobic activities or if you have a history of cardiovascular disease, pulmonary disease, diabetes, or other metabolic disease it is strongly recommended that you consult with your physician before beginning to prepare for the physical fitness test. When seeing your physician, bring a copy of the description of the physical fitness test, the components of the test and the standards for passing the test for his/her review. S/he should conduct all appropriate tests and screenings to ensure that it is medically safe for you to prepare for and participate in the physical fitness test. This test is a vigorous test.

Note: There are many books and Internet sites that have information on preparing for events such as those included in the physical fitness test. You may find these references helpful as you prepare for this test. You may also find it helpful to obtain advice from your physician or a physical fitness trainer. Many applicants find it helpful to train for the physical fitness test with friends.

The information that follows contains general suggestions on things you can do to prepare for the physical fitness test. It is not meant to provide absolute procedures that will apply for all applicants.

One-Minute Sit-Up Test: The first step in preparing for the sit-up test is to determine your exercise level. Your exercise level is the number of correctly performed sit-ups you can complete in one minute, following the directions for the sit-up test as described above.

If the number of sit-ups you can perform is 15 or less, start with Level A below, then move to Level B, then to Level C. If the number of sit-ups you can perform is more than 15, start with Level B below, then move to Level C.

- Level A – 1 set 3 times a week for 1 week
- Level B – 2 sets 3 times a week for 2 weeks
- Level C – 3 sets 3 times a week until testing

The number in a set will increase as you proceed from week to week and you are capable of completing more.

Refer to the standards above so you know how many sit-ups you must properly perform in order to pass the sit-up test. You want to be able to comfortably perform more sit-ups than the standard you need to meet at the test so you will have no problem the day of the test.

Including other exercises in your exercise program that strengthen the muscular endurance of your abdominal muscles will help you succeed in the test. These exercises include leg lifts and crunches.

300 Meter Run Test: The first step in preparing for the 300 meter run test is to determine your exercise level. If you can comfortably run the 300 meters, you can start at level F. Your goal will be to improve your time. (Performing multiple sets of shorter sprints will often help to improve your time.) If you cannot comfortably run the 300 meters, you should start at the level that is appropriate for you and move from level to level as you get comfortable. You should work on sprinting 2 – 3 times a week.

- Level A – Sprint 50 meters and then walk back to the starting point. Do this 3 times. Take a 4 minute rest and then do the 3 sprints again.
- Level B – Sprint 100 meters and then walk back to the starting point. Do this 3 times. Take a 4 minute rest and then do the 3 sprints again.
- Level C – Sprint 150 meters and then walk back to the starting point. Do this 2 times. Take a 4 minute rest and then do the 2 sprints again.
- Level D – Sprint 200 meters and then walk back to the starting point. Take a 5 minute rest and then do the sprint again.
- Level E – Sprint 250 meters and then walk back to the starting point. Take a 5 minute rest and then do the sprint again.
- Level F – Sprint 300 meters and then walk back to the starting point. Take a 5 minute rest and then do the sprint again.

It is recommended that once a week you run the 300 meter run test to measure your progress and to simulate the test you will be taking as part of the physical fitness test. Again, refer to the standards above so you know the time in which you need to complete the run. You want to be able to comfortably complete the 300 meter run in at least 4-5 seconds less than the standard you need to meet at the test so you will have no problem the day of the test.

Simulating a 300 meter run is very difficult to do on a treadmill. You should practice this event outside on a track or paved measured area. (If you must practice sometimes on a treadmill, use time rather than distance as the basis for your sprints (e.g., 20, 40, 60, 80, 100, 120 seconds). **It is critical to practice outside on a track or paved measured area as often as you can. Sprinting on a treadmill is different and feels different to the body than sprinting on a solid surface.** In the physical fitness test, you will be completing the 300 meter run outdoors on a paved track. This track is smaller than a quarter mile track.

Adding aerobic activities to your exercise routine (on non-sprinting days) will improve aerobic endurance. These exercises might include cycling, stair climbing, elliptical training, swimming, dancing, hiking and tennis.

One-Minute Push-Up Test: The first step in preparing for the push-up test is to determine your exercise level. Your exercise level is the number of correctly performed push-ups you can complete in one minute, following the directions for the push-up test as described above.

If the number of push-ups you can perform is 15 or less, start with Level A below, then move to Level B, then to Level C. If the number of push-ups you can perform is more than 15, start with Level B below, then move to Level C.

- Level A – 1 set 3 times a week for 1 week
- Level B – 2 sets 3 times a week for 2 weeks
- Level C – 3 sets 3 times a week until testing

The number in a set will increase as you proceed from week to week and you are capable of completing more.

Refer to the standards above so you know how many push-ups you must properly perform in order to pass the push-up test. You want to be able to comfortably perform more push-ups than the standard you need to meet at the test so you will have no problem the day of the test.

Including other exercises in your exercise program that strengthen the muscular endurance of the chest, upper arms and shoulders (upper body dynamic strength), will help you succeed in the test. These exercises include lifting weights (free weights or weight machines), rowing machine, and chin-ups.

1.5 Mile Run Test: Listed below is a very gradual schedule for preparing for the 1.5 mile run test. This schedule will help you increase your running endurance. The schedule decreases the amount of time you walk, increases the amount of time you are running/jogging, and increases your speed. Even though the test is 1.5 miles, it is recommended that you reach a training distance that is at least 2 miles. This will help to build up your endurance. If you can increase your distance to 3 miles, this is even better.

The first step in preparing for the 1.5 mile run test is to determine your exercise level and where you should begin in the schedule. If you can comfortably walk 1.5 miles, jog 1.5 miles, or complete 1.5 miles with a combination of walking and jogging, you do not need to start the program at week one. You can start the program at the level that best matches your current endurance level. You can advance the schedule or repeat weeks as needed. Not all applicants will need to get to the level in week 16. Use the standards above and the information below to determine your goal for the 1.5 mile run and how far you need to progress through the schedule below.

If you are preparing with a 2 mile distance, which is recommended, you want to take the standard for your sex and age group and divide that time by 3 to figure the time you need to complete each $\frac{1}{2}$ mile in and then multiple that time by 4 to convert the standard time for your age and sex to the time needed for a 2 mile run. (Make certain you change minutes to seconds when you are dividing and multiplying.) For example, if you are a female between the ages of 20 and 29, you need to complete the 1.5 mile run in 15 minutes and 5 seconds or less. You will need to complete the 2 mile distance in 20 minutes and 6 seconds or less. If you are a male between the ages of 20 and 29, you need to complete the 1.5 mile run in 12 minutes and 29 seconds or less. You will need to complete the 2 mile distance in 16 minutes and 38 seconds or less. You want to be able to comfortably complete the 2 mile distance in at least 20 seconds less than the standard you need to meet so you will have no problem the day of the test.

Week	Activity	Distance (miles)	Time (minutes)	Frequency (times per week)
1	Walk	1 mile	17-20	5
2	Walk	1.5	25-29	5
3	Walk	2	32-35	5
4	Walk	2	28-30	5
5	Walk/Jog	2	27	5
6	Walk/Jog	2	26	5
7	Walk/Jog	2	25	5
8	Walk/Jog	2	24	4
9	Jog	2	23	4
10	Jog	2	22	4
11	Jog	2	21	4
12	Jog	2	20	4
13	Jog	2	19	4
14	Jog	2	18	4
15	Jog	2	17	4
16	Jog	2	16	4

It is recommended that once a week you run the 1.5 mile run test to gauge your progress and to simulate the test you will be taking as part of the physical fitness test. Again, refer to the standards above so you know the time in which you need to complete the run. You want to be able to comfortably complete the 1.5 mile run in at least 20 seconds less than the standard you need to meet at the test so you will have no problem the day of the test.

Although it is okay to prepare for the 1.5 mile run test on a treadmill, it is critical to practice outside on a track or paved measured area at least once a week. In the physical fitness test, you will be completing the 1.5 mile run on a paved track.

Adding sprints into your exercise routine will increase your speed on the 1.5 mile run. Including other aerobic activities in your exercise program on your non-running days will improve your endurance. These exercises might include cycling, stair climbing, elliptical training, swimming, dancing, hiking and tennis.

Again, please remember the information above includes general suggestions on things you can do to prepare for the physical fitness test. It is not meant to provide absolute procedures that will apply for all applicants.

GENERAL PREPARATION GUIDELINES FOR THE PHYSICAL FITNESS TEST

- **See a doctor if you have any questions or concerns about your health.**
- Prepare for the test early and exercise regularly.
- Simulate the exercises exactly as described. Do not make any changes.
- Warm up before exercising.
- Cool down after exercising.
- **Practice the exercises at least once a week as if you were taking the physical fitness test with all events practiced together in the order they will be performed in the test.**
- Make certain you can do more than is expected, so if you are not feeling 100% the day of the test, you will still be able to pass the physical fitness test.
- Make certain you prepare and know you will pass. Do not attend the test hoping for a miracle.
- If you currently smoke, it is recommended that you quit or at least reduce your smoking significantly.
- If you are overweight, it is recommended that you try to lose some weight. Eat healthy. Do not crash diet.

Remember, you are not just preparing for the physical fitness test. Once passing the test you should continue to work out 3 to 4 times a week to continue to maintain (and hopefully improve) your level of physical fitness. The job of State Police Trooper Trainee is a very physically demanding job, so the better your physical fitness level the more prepared you will be for the job. Candidates will be required to demonstrate a successful level of physical fitness as a final condition to entering the training academy. The training academy is physically demanding and includes physical conditioning and practical skills components. In order to successfully complete the training academy, incumbents will be required to improve their performance on the physical fitness test by meeting stricter standards. [Note: In the State Police Trooper Trainee academy, female incumbents are required to perform traditional (full-body) push-ups.]

GENERAL INFORMATION ABOUT THE PHYSICAL FITNESS TEST FOR PROTECTIVE SERVICES TRAINEE

The following information is provided so that you can begin to prepare for the physical fitness test, in the event that you proceed to this step in the selection process for Protective Services Trainee.

The Physical Fitness test for Protective Services Trainee consists of four tests/events:

- One-Minute Sit-Up Test
- 300 Meter Run (Dash) Test
- One-Minute Push-Up Test
- 1.5 Mile Run Test

Note: The physical fitness test for Protective Services Trainee, as specified by the Police Officer Standards and Training (POST) Council, has been changed. The four events listed above were adopted as the required physical fitness test effective 10/7/16.

Please refer to the prior section of this Guide for a description of the One-Minute Sit-Up Test, the 300 Meter Run (Dash) Test, the One-Minute Push-Up Test and the 1.5 Mile Run Test.

PHYSICAL FITNESS STANDARDS

The standards for passing the Physical Fitness Test for Protective Services Trainee can be found on the Police Officer Standards and Training (POST) Council website ct.gov/post. Once on the site select the Basic Training Division, and then click on the link labeled "SPECIFICATIONS & STANDARDS FOR FITNESS TRAINING". The standards that must be met are labeled "Minimum Scores for Employment as a Police Officer using the 40th percentile of the Cooper Standards". (The minimum scores for each event are also shown on the example score sheet provided via the link labeled "PHYSICAL PERFORMANCE EXAMINATION – 40%").

While on the POST website, you may also want to read the information under the heading of "ENTRY, CERTIFICATION AND RENEWAL STANDARDS" which can also be found on the Basic Training Division web page. If you click on their "Frequently Asked Questions" link, you will find answers to the most asked questions regarding POST entry, certification and renewal questions.

Protective Services Trainees must meet all the selection standards as required by the Police Officer Standards and Training Council.

**APPLICANTS ON ACTIVE MILITARY DUTY
STATE POLICE TROOPER TRAINEE AND PROTECTIVE SERVICES TRAINEE**

Applicants on active military duty, who have submitted an application form but cannot participate in the testing process on any of the scheduled dates due to active military duty, must fax their military orders to the Department of Administrative Services (DAS), Statewide Human Resources Management Section at 860-707-1939 or e-mail orders to: lawenforcement.exams@ct.gov and request supplemental testing. Applicants must notify DAS in writing when they are discharged or are on leave and are available to participate in the testing process. Applicants must provide documentation supporting that they have been on active military duty during the scheduled test dates and meet all minimum qualifications as detailed on the examination announcement.

Applicants on active military duty during the application filing period, who have not submitted an application prior to the application deadline of April 11, 2017, may contact the Department of Administrative Services, Statewide Human Resources Management Division when they return from active duty to request to submit an application form and be scheduled for a supplementary examination. Applicants must provide documentation supporting that they have been on active military duty during the application-filing period and meet all minimum qualifications as detailed on the examination announcement. Military orders and a written request for supplemental application filing and testing must be faxed to 860-707-1939 or e-mailed to: lawenforcement.exams@ct.gov.

Questions regarding special testing for military personnel can be directed to Francine Dew at 860-713-5289 or lawenforcement.exams@ct.gov.

FREQUENTLY ASKED QUESTIONS (FAQ's) STATE POLICE TROOPER TRAINEE AND PROTECTIVE SERVICES TRAINEE

The following are some frequently asked questions about the State Police Trooper Trainee and Protective Services Trainee selection processes.

- 1) **I took and passed the State Police Trooper Trainee and/or Protective Services Trainee examination offered in 2014 and I have not been offered a job. Should I apply for the State Police Trooper Trainee and/or Protective Services Trainee examination now posted?**

If you are still interested in employment as a State Police Trooper Trainee and/or Protective Services Trainee, you should apply for and take the currently announced examination(s) so that you may continue your eligibility for employment.

- 2) **When and how will I find out the results of my written test?**

*The results from the written test will be available on the DAS website from June 30, 2017 (1:00 PM EST) through September 30, 2017 (1:00 PM EST). You may obtain your written test results by accessing the [DAS Law Enforcement Exam website](#). Then you will login using your e-mail address and password. You will **not** receive your test results in the mail.*

- 3) **In the case of inclement weather on the day of the exams, how do I find out if the exam is re-scheduled?**

It is highly unlikely that the written test will be canceled, delayed or postponed due to inclement weather. If this does occur, you will find an announcement on the [DAS Website](#).

- 4) **Can I make a change to my test schedule?**

Yes. During the application filing period only. No changes in test schedules will be permitted after the application filing period has closed. If you do make a change to your test schedule, your final selection is the only selection that is valid. Destroy your original confirmation page, as this page is no longer valid and will not allow you admittance into the examination. Print all pages of your new confirmation and bring them with you to your scheduled test.

- 5) **Can I apply for both the State Police Trooper Trainee exam and the Protective Services Trainee exam on the same application form?**

Yes. On the special internet application form you will have a choice of State Police Exam only, Protective Services Trainee exam only, or both State Police Trooper Trainee and Protective Services Trainee exams. If you are interested in both State Police Trooper Trainee and Protective Services Trainee jobs, you must apply for both examinations. We cannot place your name on a list for an examination for which you did not apply. The written examination is the same for State Police Trooper Trainee and Protective Services Trainee so you will only need one test schedule. It may be to your advantage to apply for both examinations.

6) **Can I make a change to the exam that I want to take?**

Yes, during the application filing period only. You may make changes to your exam selection (State Police Exam only, Protective Services Trainee exam only, or both State Police Trooper Trainee and Protective Services Trainee). These changes must be made before the application filing period closes. No changes in your exam selection will be permitted after the application filing period has closed. If you do make a change to your exam selection, your final selection is the only selection that is valid. Destroy your original confirmation page, as this page is no longer valid and will not allow you admittance into the examination. Print all pages of your new confirmation and bring them with you to your scheduled test.

7) **What happens if I didn't print or have misplaced my confirmation page? How can I get a copy?**

If you did not originally print or have misplaced your confirmation page after submitting your application form, you must go to the Law Enforcement Exam website. Login and click on Exam Application. Go to the "Reprint Confirmation Page" button under the State Police Trooper Trainee/Protective Services Trainee Exam. Make certain you print all pages and bring them with you to your scheduled test.

8) **Do military veterans receive credits?**

VETERAN'S PREFERENCE: Any veteran who served in the armed forces of the United States (i.e., United States Army, Navy, Marine Corps, Coast Guard and Air Force) during time of war (Service in time of war means service of 90 or more days, except if the period of war lasted less than 90 days.) and was honorably discharged from, or released under honorable conditions from active service may be eligible for Veterans' credit. Service in a time of war is defined by CGS 27-103(a) and includes service in World War 2 (from 12/7/41 to 12/31/47), the Korean Conflict (from 6/27/50 to 1/31/55), the Vietnam era (from 2/28/61 to 7/1/75), the Persian Gulf war (from 8/2/90 to the present) and any other war declared by Congress, as well as service while engaged in combat or a combat support role in Lebanon (from 7/1/58 to 11/1/58 and from 9/29/82 to 3/30/84), Grenada (from 10/25/83 to 12/15/83), Operation Earnest Will (from 7/24/87 to 8/1/90) and Panama (from 12/10/89 to 1/31/90). Veteran's points are added after a candidate passes an open competitive examination. (C.S. SS-244). Proof of right to Veterans Preference (DD214 long form) or other relevant information must be submitted to Dept. of Administrative Services, Statewide Human Resources, 450 Columbus Blvd. Suite 1502, Hartford, CT 06103 - Fax (860) 707-1939 or e-mail us at lawenforcement.exams@ct.gov, if not already on file.

Applicants who receive a passing score on the written test may be eligible for Disability Veterans Preference (10 points) if they are: (1) A veteran (as defined above) who is not eligible for disability compensation or pension from the United States through the Veterans' Administration; (2) A spouse of such a veteran who is not eligible for disability compensation or pension from the United States through the Veterans' Administration and, who by reason of such veteran's disability is unable to pursue gainful employment; and/or (3) An unmarried surviving spouse of such a veteran who is not eligible for disability compensation or pension from the United States through the Veterans' Administration. In addition to the DD214, the following must also be submitted: Statement from the Veterans Administration dated within the last six months, certifying that you are currently eligible for compensation or pension benefits. **Do not bring** your documentation to the examination site. DD214's and/or other supporting documentation should be faxed to 860-707-1939 or e-mailed to Lawenforcement.exams@ct.gov.

9) **Are there any conditions when make-up examinations can be given for the written test?**

*No. There will be no make-up examinations. All applicants must take the exam at the date, time and location for which they scheduled themselves. Applicants who miss their scheduled date/time, arrive at an incorrect location/date/time, arrive later than 30 minutes after their scheduled time, or arrive at a test site without proper ID with photo and signature will not be rescheduled. **There will be no make-up examinations. (No exceptions.)***

10) **When should I begin to prepare for the Physical Fitness Test?**

Although the Physical Fitness Test will be later in the selection process, it is strongly recommended that you begin to prepare for the physical fitness test as soon as possible. If you are not involved in a regular exercise program of anaerobic activities or if you have a history of cardiovascular disease, pulmonary disease, diabetes, or other metabolic disease it is strongly recommended that you consult with your physician before beginning to prepare for the physical fitness test. When seeing your physician, bring a copy of the description of the physical fitness test, the components of the test and the standards for passing the test for his/her review. S/he should conduct all appropriate tests and screenings to ensure that it is medically safe for you to prepare for and participate in the physical fitness test. This test is a vigorous test. Please refer to the State of Connecticut State Police Trooper Trainee and Protective Services Trainee Selection Process General Information and Preparation Guide for information on how to prepare for the physical fitness test.

11) **What is a felony?**

A felony is an offense for which a person may be sentenced to a term of imprisonment in excess of one year. Felonies are classified for the purposes of sentence as follows: Class A, Class B, Class C, Class D, Unclassified and Capital felonies.

A fine for a Class A felony shall be an amount not to exceed twenty thousand dollars.

A fine for a Class B felony shall be an amount not to exceed fifteen thousand dollars.

A fine for a Class C felony shall be an amount not to exceed ten thousand dollars.

A fine for a Class D felony shall be an amount not to exceed five thousand dollars.

A fine for an Unclassified felony shall be an amount in accordance with the fine specified in the section of the general statutes.

12) **What is a misdemeanor?**

A misdemeanor is an offense for which a person may be sentenced to a term of imprisonment in excess of not more than one year. Misdemeanors are classified for the purposes of sentence as follows: Class A, Class B, Class C, and Unclassified.

A fine for a Class A misdemeanor shall be an amount not to exceed two thousand dollars.

A fine for a Class B misdemeanor shall be an amount not to exceed one thousand dollars.

A fine for a Class C misdemeanor shall be an amount not to exceed five hundred dollars.

A fine for an Unclassified misdemeanor shall be an amount in accordance with the fine specified in the section of the general statutes.

THE END