PUBLIC SERVICE EMPLOYEE ADMISSIONS

Policy Id:
AD. 011 – Public Service Employee Admissions

Contact:
Office of Admissions

Last Modified:
May 6, 2013
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Public Service Employee Admissions Procedure
New York City Police Officers, Firefighters, Corrections Officers, and Court Officers are considered public service employees and must apply directly at the Admissions Office. These members of service are admitted to the College based on their academy training. This also applies to members of service who have retired. Public Service Employee Admissions is only applicable to students seeking undergraduate admissions. Students seeking graduate admissions must comply with the admissions criteria and procedure for regular graduate admissions.

Students must complete the In-Service Admissions application. The application is available at the Admissions Office, the Jay Stop website, and Jay Express Services Counter. In addition to completing the application, student must also provide the following:

- Submit a non-refundable $70.00 application fee in the form of a check or money order made payable to UAPC.
- All official transcript(s) from previous college(s) attended.
- Official Academy transcript(s).
- Proof of high school graduation.
- GED holder must present copies of the GED scores and diploma to the Admissions Office.

The NYC Academy Officer Gen. Ed. Exemption is not an admission status. It will be combined with foreign language and natural science exemption.

Admission Application Fraud Policy
The submission of documents in support of applications for admission such as transcripts, diplomas, test scores, references, or the applications themselves, that are forged, fraudulent, altered from the original, obtained under false pretenses, or that omit information, including registration and/or attendance at a college, university, or postsecondary institution after high school, are prohibited. An applicant who submits a fraudulent document or who omits any information will be barred from attending or considered for admission to CUNY for five years.

Admissions Disclaimer
The college reserves the right to deny admission to any student if in its judgment, the presence of that student on campus poses an undue risk to the safety or security of the college or the college community. That judgment will be based on an individualized determination taking into account any information the college has about the crime committed by the student and the particular circumstances of the college, including the presence of a child care center, summer camp, public school or public school students on the campus. In addition, the college may consider factors such as the amount of time since the crime was committed, the amount of jail time served by the student, the number of years the student was on probation or parole, whether the student has satisfied probation or parole requirements at the time of the student’s application, whether the student has completed drug, alcohol, sex offender or other treatment, and what work or educational experience the student has had after the conviction. Finally, if the student is known to have been assisted by a CUNY-sponsored or other re-entry program or initiative, the college will consult with a counselor or representative from said program.