

**FBI CITIZENS ACADEMY**

**GUIDELINES FOR NOMINATIONS**

The next FBI Citizens Academy class will be held on eight consecutive Thursdays beginning February 1, 2018 and ending March 22, 2018. The class Range Day will take place on Saturday, March 24, 2018.

Nominations for the Year 2018 class may be submitted by past and/or present FBI employees, Citizens Academy graduates, or any individual wishing to self-nominate themselves. Individuals nominated must be in good standing in the community.

**Candidates must meet the following criteria:**

* A recognized business, religious, or community leader
* Live and/or work within the Division's jurisdiction
* Minimum age 21 years
* Must consent to a limited background check
* Agree to attend all sessions with no more than two (2) excused absences

To nominate a candidate, please complete the attached **Nomination Form** and provide a **narrative** stating the reasons for nominating the candidate. If you plan to nominate more than one candidate, please make copies of these forms.

Selections of the final candidates for the Year 2018 class are to be determined by the field office. **Attendees in the Flagstaff Resident Agency & Tucson Resident Agency will participate via video conference.**

At the conclusion of the program, graduates are encouraged to join their local FBI Citizens Academy Alumni Chapter for the purpose of strengthening relationships and improving understanding between the FBI and the community. Graduates, while not official spokesperson for the FBI, may be called upon to share their understanding of the role of federal law enforcement, specifically the FBI.

**FBI CITIZENS ACADEMY NOMINATION FORM 2018**

I am nominating the following individual as a potential candidate for participation in the

FBI Citizens Academy program.

**Nominee Information (**Candidate**)**

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| Name:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ First Middle Last  Mailing Address:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Street City State ZIP Code  Home Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Work Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Cell Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-Mail Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Nominator Information** (You)

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| Name:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ First Middle Last  Mailing Address:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Street City State ZIP Code  Home Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Work Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Cell Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-Mail Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

I am a (n)

FBI Employee \_\_\_\_\_\_\_\_\_\_ Citizens Academy Alumni\_\_\_\_\_\_\_\_\_\_

Describe the nature (professional/personal) and duration of your relationship with the nominee:

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**NARRATIVE (Mandatory)**

Please provide a statement, **not to exceed two paragraphs**, describing the reasons you believe the nominated individual is a good candidate for the FBI Citizens Academy program**.** Include involvements and/or memberships in any civic, religious, business, and/or community organizations highlighting the individual’s contributions to the community.

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* **Candidates submissions will be reviewed and selected by identified field office personnel**.

**DEADLINE FOR COMPLETED FORMS:**

**Completed application packet must be returned to the Phoenix Division, Attention: COS Jane Bjornstad by October 31, 2017. Forms must be mailed to 21711 N. 7th St., Phoenix, AZ 85024. Please do not e-mail application.**