



FBI CJIS DIVISION
Collegiate Academy Application

Applicant / Student Information			
Full Legal Name: (Last, First, Middle)			
Preferred Name:		Gender:	
Home Address: (Address, City, State, Zip)			
School Email:		Personal Email:	
Personal Phone:		Alternate Phone:	
Date of Birth:		Social Security Number:	
Referred by:		Relationship to Student:	
Reference Phone:		Reference Email:	
List school activities and note any leadership roles served. (Add page if needed.)			
List community activities and note any leadership roles served. (Add page if needed.)			

College / University Information	
School Official:	
Official's Position:	
Phone:	Email:
Applicant's GPA:	
Official's Signature:	
Date:	

Essay

Each applicant should submit an essay, attached separately as a document file or PDF, of no more than 750 words. Google Drive, DropBox, etc. links will not be accepted. The essay must be typed, double-spaced, and in 12-pt font. The essay will be reviewed for content related to the topic and proper use of grammar and punctuation. Applicants may choose from one of the following prompts:

- Describe a situation where you have exhibited one or more of the FBI's Core Values. Please include in your essay how this experience has impacted your outlook on life. (The FBI's Core Values include Obedience to the Constitution, Respect, Compassion, Fairness, Integrity, Accountability, Leadership, and Diversity.)
- Share how you believe the FBI's Collegiate Academy experience will impact your role in our shared community.

Background Information

The 2024 FBI CJIS Division Collegiate Academy is open to college students in their junior or senior year attending a college or university within the state of West Virginia. The academy will be held at the FBI CJIS Division on Thursday, November 14, 2024, from 8am – 4pm. Punctuality, professional and appropriate behavior, and appropriate dress will be required of all students attending this program.

The FBI's Collegiate Academy program is designed to bring a diverse set of students together to develop leadership skills and to explore various career options. This program is not exclusive to students interested in criminal justice. The selection process is competitive, and all students should give their best effort in completing this application. A selection committee will evaluate each application based on a review of the information provided, and no single element is disqualifying. See our website at [fbi.gov/how-we-can-help-you/outreach/cjis-community-outreach](https://www.fbi.gov/how-we-can-help-you/outreach/cjis-community-outreach) for more information on our selection criteria. If possible, we recommend that the student fill out the application electronically.

Whether typed or hand-written, illegible applications or applications scanned at a low quality will not be reviewed. Likewise, incomplete or late applications will not be accepted.

This application and any supplementary materials must be received by COB Friday, October 11, 2024, for review. Submit applications by mail or email to:

FBI CJIS Division
c/o Megan Currey–Community Outreach Program
1000 Custer Hollow Road
Clarksburg, WV 26306

CJIS_COP@fbi.gov

Photo / Video Release

During any FBI community outreach, recruitment, public affairs, or other event, an FBI employee may photograph and/or video record the event or activity.

By signing this consent/release form, I agree that my image appearing in any such photograph and/or video may be used by the FBI in print and/or electronic media, including, but not limited to, the FBI's public websites and subsites (such as FBI.gov, FBI.gov field office accounts, and FBIJobs.gov) and social media platforms (including, but not limited to X, Facebook, Instagram, and YouTube), for purposes of community outreach, recruitment, and public affairs messaging. This permission includes the right for the FBI to record, edit, reproduce, distribute, display, or create derivative works of these images and recordings. The FBI will own all rights to the images and recordings it produces. However, they may be downloaded by anyone, be repurposed by other government agencies, the public, or the media; and/or appear in internet searches (Google, Yahoo, Bing, etc.)

Participant's Signature:	
Date Signed:	

Applicant Checklist

- Student Application
 - Student information complete
 - School information complete
 - Endorsing school official information complete
 - School official notation of student's GPA (validated by CJIS personnel)
- Essay

Students are expected to show leadership throughout this process. This includes being personally accountable for ensuring this application is filled out accurately and completely. Students are also expected to advocate for themselves to include asking for further information about the 2024 FBI CJIS Division Collegiate Academy on this application process, if necessary. Students may request information by contacting CJIS_COP@fbi.gov at any time.
- Criteria
 - Attach separately as a document file or PDF
 - No more than 750 words
 - **No** Google Drive, DropBox, etc. links
 - Typed, double-spaced, 12-pt font

The FBI will notify students of their application status by email no later than COB Monday, October 28, 2024. Students selected to participate in the 2024 FBI CJIS Division Collegiate Academy will be given additional information about the program and will be required to confirm their acceptance into this program. If selected students do not respond to the acceptance email by the deadline given, the student's application will be discontinued.