



## YORK POLICE DEPARTMENT INSTRUCTIONS TO THE APPLICANT

1. Applications are being accepted until positions are filled.
2. Must have an ALERT test that will be held at the **Maine Criminal Justice Academy, located at 15 Oak Grove Road, Vassalboro, Maine 04989 or at other off campus locations. Dates: TBD. The fee for the test is \$50.00, check or money order payable to: Treasurer – State of Maine. You must call the Maine Criminal Justice Academy – (207) 877-8000 to register for this test and tell them what dates you plan on attending.**
3. Must complete a Physical Agility test that will be held at the **location and time to be determined.** The fee for the test is \$50.00, check or money order payable to: Treasurer – State of Maine. **You must call the Maine Criminal Justice Academy – (207) 877-8000 to register for this test and tell them what dates you plan on attending.**
4. Upon successful completion of the ALERT test and Physical Agility test, you will be given a date and time for a professional review board. Oral Boards will be set as applications are received and held at the York Police Department.
5. Upon successful completion of the professional review board, a polygraph examination and extensive background check will be completed.
6. Once hired you will be required to complete a forty (40) hour online training course sanctioned by the Maine Criminal Justice Academy. There is a \$350.00 fee for the course.
7. **The Phase I test will be held in May of 2023, Location to be determined.**
8. **Phase II practical training will take place in June of 2023.** This eighty (80) hour training phase will be instructed by certified Maine Criminal Justice Trainers. There is a \$350.00 fee for this course.
9. **All fees are reimbursed to each successful applicant upon completion of Phase III which is an eighty (80) hour evaluation process.**

Maine Criminal Justice Academy, 15 Oak Grove Rd., Vassalboro, ME 04989

**ALERT Test Preparation/Practice Websites**

<http://www.post.ca.gov/selection/poWrittenPracticeTest.pdf>

Similar to MCJA ALERT Test. California Peace Officer Standards & Training (POST) site.

<http://www.testprepreview.com/satpractice.htm>

Covers the areas tested by the ALERT Test. SAT Practice Test Site.

After you get on the site, do these practice tests:

- Commas
- Basic grammar
- Basic reading comprehension
- Reading for main idea
- Sentence correction
- Sentence flow
- Usage tests
- Writing section

TEST: 2-hour timed Test

160 Multiple Choice Questions (Reading Comprehension, Writing Skills/Grammar/Spelling)

STUDY IDEAS: This is similar to the ALERT Test:

<http://www.post.ca.gov/selection/poWrittenPracticeTest.pdf>

An SAT site that may also help: <http://www.testprepreview.com/satpractice.htm>

After you get on the site, do these practice tests:

- Commas
- Basic grammar
- Basic reading comprehension
- Reading for the main idea
- Sentence correction
- Sentence flow
- Usage tests
- Writing section

More information? Maine Criminal Justice Academy, Vassalboro, ME 207-877-8000

<http://www.maine.gov/dps/mcja/index.shtml>

The following three (3) test items constitute the physical fitness test (PFT) REQUIREMENTS for the Basic Law Enforcement Training Program (BLETP). Applicants must successfully complete each test at the 40<sup>th</sup> percentile entrance standard (within one month from the start of the BLETP) and the 50<sup>th</sup> percentile exit standard (prior to graduation of the BLETP) based on their age and gender.

1. One Minute Push-up test;
2. One Minute Sit-up test; and
3. 1.5 mile run



### PHYSICAL FITNESS TEST DESCRIPTIONS:

**ONE MINUTE PUSH-UP TEST:** You will assume the standard position for a push-up, which is the body rigid and straight from head to their heels (plank position) with the feet together and the hands slightly wider than shoulder-width apart in the “UP” position. An administrator will place a 3-inch measuring device on the surface directly under your chest, between and in line with the nipples of your chest. With the back and remainder of the body straight at all times, you will lower the body towards the floor until your sternum touches the 3-inch measuring device being held by the administrator’s hand. You will then push to the fully extended UP position, so that the elbows come to a near locked position. You can not wiggle to get to the UP position. This will complete one repetition. You will complete as many correct push-ups as possible in 1 minute. You may rest only in the UP position while maintaining your body in a straight position at all times during the test. If you do not touch the 3-inch measuring device or do not go all the way up, those individual push-ups do not count. If you come out of the plank position or any parts of your body touch the floor other than your hands and feet, the test is over. The test administrator will count out loud only the number of correct push-ups completed.

**Scoring:** *The total number of correct push-ups in 1 minute.*

**ONE MINUTE SIT-UP TEST:** The test will begin in the down position. You will lie down on your back with knees bent and heels flat on the same level surface that you are lying down on. A partner will hold your feet down. Your hands will be placed clasped behind your head. Fingers are interlocked throughout the exercise. A correct sit-up is performed by sitting up until the upper body is **perpendicular** to the floor. Usually this will mean that your elbows must touch the top of your knees or extend beyond your lower legs. The complete sit-up is finished in the correct “UP” position. You will return to a full lying position (with upper back touching the floor) before starting the next sit-up. The buttocks must be kept in contact with the surface during the sit-up with no thrusting of the hips. You will perform as many sit-ups as possible in 1 minute. If your buttocks come off the floor, your fingers come unclasped, you do not come all the way up to perpendicular or your shoulders do not touch the floor, those individual sit-ups will not count. The test administrator will count out loud only the number of correct sit-ups completed.

**Scoring:** *Your total number of correct sit-ups in 1 minute.*

**1.5 MILE RUN:** The applicant will walk, jog, run, or any combination thereof, a distance of one and one-half miles. A measured, level course will be used, such as an indoor or outdoor track. Exact distances will be indicated. A monitor will keep record of the distance and time the applicant has

completed. If using a track, a monitor will inform the applicant at the end of each lap the cumulative running time or a visual timing device will be observable by the applicant. The assigned monitor will count out loud the number of laps completed.

**Scoring:** *The time it takes to finish 1.5 miles.*

**Adopted by the MCJA Board of Trustees: 09/20/2013, effective 10/01/2013**

FITNESS TEST	MALE (40 <sup>th</sup> Percentile) AGE				FEMALE (40 <sup>th</sup> Percentile) AGE			
	20-29	30-39	40-49	50-59	20-29	30-39	40-49	50-59
One Minute Push-up Test	29	24	18	13	15	11	9	3
One Minute Sit-up Test	38	35	29	24	32	25	20	14
1.5 Mile Run	12:38	13:04	13:49	15:03	14:50	15:38	16:21	18:07

**Adopted by the MCJA Board of Trustees: 09/20/2013, effective 10/01/2013**

FITNESS TEST	MALE (50 <sup>th</sup> Percentile) AGE				FEMALE (50 <sup>th</sup> Percentile) AGE			
	20-29	30-39	40-49	50-59	20-29	30-39	40-49	50-59
One Minute Push -up Test	33	27	21	15	18	14	11	5
One Minute Sit-up Test	40	36	31	26	35	27	22	17
1.5 Mile Run	11:58	12:25	13:11	14:16	14:07	14:34	15:24	17:13