

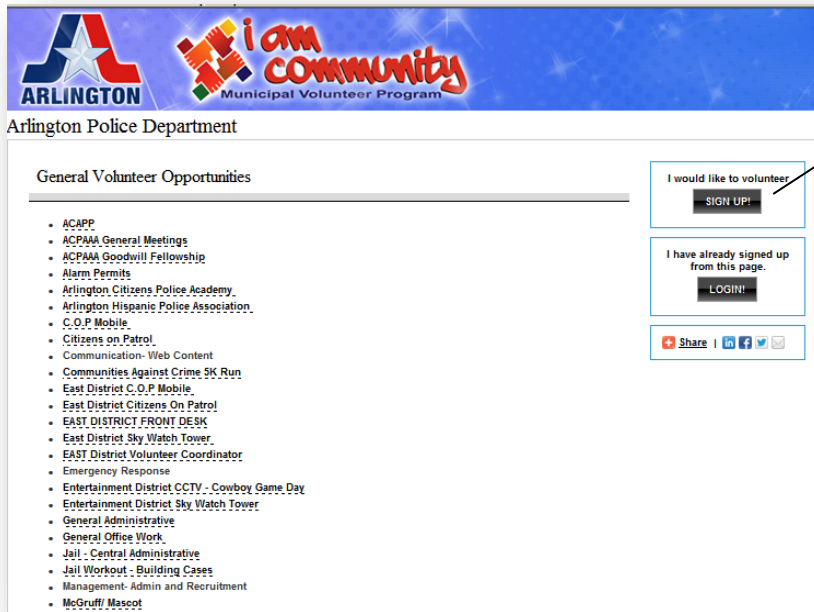


## How do I apply for Citizens on Patrol?

To sign up for the next available Citizens On Patrol New Member Orientation Training Course you will first need to be processed and accepted as a Volunteer for the City of Arlington Police Department. This process is facilitated by our Personnel and Training Unit. Here are the steps you need to take to get your application processed:

1. Go to arlingtonpd.org and select Volunteer at APD or click the hyperlink below to get started.

<http://app.volunteer2.com/Public/Organization/4bfff5cd-ab80-48f2-ae3e-557961e197bb/2>



2. Once the “I Am Community” page opens, click **Sign Up** to create a new account.

3. Follow all of the instructions and be sure to complete all of the requested information. Also be sure to click **Save** as you go from screen to screen.

4. Once you have submitted your application, a criminal history and driving history review will be performed by our Personnel and Training Department. Please allow up to 14 days for this review to be complete.

5. If you have successfully passed the criminal history and driving history review your account will be set to “In Process” status. In Process means you are awaiting a volunteer assignment and are now eligible to attend the next Citizens On Patrol New Member Orientation Training Course.

6. To sign up for this course, log into your “**I Am Community**” account and click the **Sign Up** tab.



Arlington Police Department

COMMUNITY SUPPORT BUREAU	Type	Av	Q	Su	As	BL	S	Start Date	End Date
<a href="#">Citizens On Patrol New Member Orientation Training</a>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	4	12/02/2013	05/03/2013
<a href="#">General Administrative</a>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1		
<a href="#">Six Flags Scenarios</a>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1		

7. Select the course to open the class schedule.

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Date	Start Time	End Time	Overlap	Sign Up	Confirm
				<input checked="" type="checkbox"/> Select All	<a href="#">Confirm All</a>
Tuesday, February 12, 2013	6:00 PM	9:00 PM	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Tuesday, February 19, 2013	6:00 PM	9:00 PM	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Tuesday, February 26, 2013	6:00 PM	9:00 PM	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Tuesday, March 5, 2013	6:00 PM	9:00 PM	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

[Save](#)

8. You must attend all four courses so click **Select All**. Then click **Save** and you are finished.  
**Note:** If you need a reminder of the course dates, just log in and check your Assignments tab.

If you need any assistance with this process, please contact Curtice Ervin at:

[Curtice.ervin@arlingtontx.gov](mailto:Curtice.ervin@arlingtontx.gov)

Or call 817-459-5732.