



FBI CITIZENS ACADEMY GUIDELINES FOR NOMINATIONS

The FBI Citizens Academy is a stimulating eight week program that gives business, religious, civic, and community leaders an inside look at the FBI. During the Academy, students participate in firearms demonstrations, gain insight into the structure and operation of an FBI field office and resident agency, and learn about the services which the FBI provides to local and state law enforcement agencies. It is the goal of the FBI Citizens Academy to foster a greater understanding of the role of Federal law enforcement in the community through frank discussion and education.

The next FBI Citizens Academy class will be held consecutive Thursday evenings, with the first class being held April 4, 2019; and the last class May 23, 2019. There will also be one Saturday session.

Nominations for the 2019 class may be submitted by past and/or present FBI employees, Task Force Officers, and Citizens Academy graduates. 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 Field Office's jurisdiction
- Minimum age 21 years
- Must consent to a limited background investigation
- Agree to attend all sessions with no more than one (1) excused absences

To nominate a candidate, please complete the attached **Nomination Form** and provide a **narrative** stating the reasons for nomination.

Selections of the final candidates for the 2019 class will be determined by the field office.

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 spokespersons 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 2019

I am nominating the following individual as a potential candidate for participation in the FBI Citizens Academy program.

Nominee Information (Candidate)

Enter the information of the individual you are nominating. **PLEASE PRINT ALL INFORMATION**

Name: _____			
First	Middle	Last	
Mailing Address: _____			
Street	City	State	Zip
Home Phone _____	Work Phone _____		
Cell Phone _____	E-Mail Address _____		
Place of Employment _____			
Position Title _____			

Nominator Information (You) **PLEASE PRINT ALL INFORMATION**

Name: _____			
First	Middle	Last	
Mailing Address: _____			
Street	City	State	ZIP
Home Phone _____	Work Phone _____		
Cell Phone _____	E-Mail Address _____		

Nominator Relationship to FBI/Citizens Academy

I am a:

FBI Employee

TFO

Citizens Academy Alumni

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

PLEASE PRINT ALL INFORMATION

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. **DO NOT ATTACH COVER LETTER, RESUME, OR ADDITIONAL PAGES.** ***PLEASE PRINT ALL INFORMATION***

DEADLINE FOR RECEIPT OF COMPLETED NOMINATION IS **October 13, 2018.** Nominations may be submitted via mail, fax, or email:

Mail
Federal Bureau of Investigation
Attn: Ronda Stewart
1501 Dowell Springs Blvd.
Knoxville, TN 37909

Fax
865-602-7212

Email
rkstewart@fbi.gov