



MINNESOTA STATE PATROL APPLICANT FREQUENTLY ASKED QUESTIONS

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Program Options

The Minnesota State Patrol has a hiring process that offers two separate employment opportunities. Please read the brief description of the two employment opportunities to see which one you qualify for. You may only apply for one of these options.

L.E.T.O. Option (Trooper Trainee 1)

The first opportunity is the Law Enforcement Training Opportunity (L.E.T.O.). This is a program designed for applicants who have a two or four year degree in any discipline and want to become State Troopers. To qualify and be eligible to apply the applicant must earn an associate's or bachelor's degree (in any discipline) prior to a date established for each process from a college or university listed as accredited by the U.S. Department of Education's Office of Postsecondary Education. To verify accreditation go to www.ope.ed.gov/accreditation or contact the registrar's office at your school.

The Minnesota State Patrol will provide L.E.T.O. applicants with the educational requirements necessary to take the Peace Officer Standards and Training (P.O.S.T.) exam, which is required to become a licensed peace officer. The P.O.S.T. certification training will take place at the Center for Criminal Justice and Law Enforcement in Saint Paul, MN and is followed by the State Patrol Trooper Candidate School. Applicants must pass the P.O.S.T. exam to be eligible for employment.

The number of Trooper Candidates hired in this process will be determined by legislative funding and budgetary constraints.

Traditional Option (Trooper Trainee 2)

The second option is the traditional hiring process for those who are currently P.O.S.T. licensed or eligible or will be eligible to be licensed by a date established for each process.

L.E.T.O Program Information

What does L.E.T.O. stand for?

Law Enforcement Training Opportunity. It is a law enforcement training program designed to provide an alternate route into the field of law enforcement.

Who is eligible to apply for the L.E.T.O. Program?

L.E.T.O. is for individuals who currently have an associate's or bachelor's degree in any discipline from an accredited university or will have earned an associate's or bachelor's degree in any discipline from an accredited institution by a date established for each process. Verify university accreditation by using the following link: www.ope.ed.gov/accreditation

What paperwork will I need to submit to show that I have an associate's or bachelor's degree?

Submit a certified copy of transcripts showing degree completion **OR** a copy of your diploma. Transcripts can be sent directly to the Minnesota State Patrol, 1900 West County Road I, Shoreview, Minnesota 55126, Attention: Application Coordinator. This should be submitted after you have completed your online application.

What paperwork will I need to submit if I am still working toward my degree and will have completed it by the date established for this process?

Submit a letter on school letterhead signed by a school official stating that you will meet the degree requirement by the date established for this process. This information must be submitted to the Minnesota State Patrol Training Center, 1900 West County Road I, Shoreview, Minnesota 55126, Attention: Application Coordinator. This should be submitted after you have completed your online application.

What is the L.E.T.O. Program?

The competitive selection process for the L.E.T.O. program includes the following components: completion of the online application, written exam, physical fitness test, oral interview, comprehensive background investigation, medical and psychological exam. Applicants who successfully pass the testing components are reviewed by the Minnesota State Patrol Command Staff for final selections. Those persons offered employment are hired and sent to the training program for the Peace Officer Standards and Training (P.O.S.T.) certification process.

Can I obtain training through your agency that will make me P.O.S.T. eligible?

Yes, you will receive training through the L.E.T.O. Program to make you P.O.S.T. eligible.

Where is the P.O.S.T. portion of the training conducted?

It will be held at the Center for Criminal Justice and Law Enforcement (C.C.J.L.E.) in Brooklyn Park, Minnesota. Information on C.C.J.L.E. can be found by using the following link: http://www.minneapolis.edu/academics/areaofstudy.cfm?aos_id=20. The training is fourteen weeks in duration.

What are the hours of training?

The hours will typically be from 8:00 a.m. until 5:00 p.m. Monday-Friday. You may train on Saturdays. You will not train on the following holidays: Thanksgiving, Christmas, New Year's Day, and Martin Luther King Jr. Day.

When am I considered an employee of the Minnesota State Patrol?

Your effective hire date with the State of Minnesota will be the date the C.C.J.L.E. training begins. You will be considered a Trooper Trainee I at that point.

Will I be paid during the L.E.T.O. Program?

Yes, you will receive 70% of base Trooper salary, which at this time equates to approximately \$16.16 per hour. The hourly rate could increase depending on contractual agreements.

Will the State Patrol provide room and board during the L.E.T.O. Training Program?

No.

What happens after I successfully complete the L.E.T.O. Training Program?

Trooper Trainee I's who successfully complete the L.E.T.O. Training Program, will be required to report to the Trooper Candidate School at Camp Ripley. The Trooper Candidate School will be comprised of twelve weeks of additional training specific to the Minnesota State Patrol. This portion of the training will be held at Camp Ripley in Little Falls, Minnesota. Refer to the other FAQ's for additional information about the Trooper Candidate School.

What is my commitment to the Minnesota State Patrol for participating in the L.E.T.O. Program?

Applicants who become Minnesota State Troopers through the L.E.T.O. Program will be required to sign a two year agreement with the agency.

What will I need to purchase to participate in the L.E.T.O. Program?

You will need to purchase supplies such as notebooks, pens, pencils, etc. More information will be provided, if you are selected to participate.

Will I receive an additional degree upon successful completion of the L.E.T.O. Program?

No, this is considered a certificate program and you will not receive an additional degree.

If I participate in the L.E.T.O. Program, when will I take the P.O.S.T. Licensing Examination?

The P.O.S.T. Examination will be given during the last week of the L.E.T.O Training Program at C.C.J.L.E.

Traditional Program Information

Can I obtain training through your agency that will make me P.O.S.T. eligible?

No, you must have taken and passed the P.O.S.T. licensing examination by a date established for each process to attend the Trooper Candidate School.

Do you offer lateral pay?

The Chief of the State Patrol determines each year if lateral pay is offered. You may be eligible to enter step 1-5 of the State Patrol salary schedule based on your current law enforcement hourly wage.

If I previously left your Trooper Candidate School can I reapply?

Yes, but the reasons you left school will be taken into account during the selection process.

Peace Officer Standards and Training Board (P.O.S.T.)

What is P.O.S.T.?

Peace Officer Standards and Training (P.O.S.T.) is the licensing board for peace officers that are similar to boards for medical, dental, legal, and other professions. The website is www.post.state.mn.us. The phone number for the P.O.S.T. Board is (651) 643-3060.

One of the functions of the P.O.S.T. Board is to set the minimum requirements for individuals interested in being hired as a peace officer. Minimally, a two-year post-secondary degree is required. The degree must be from a university, college, or technical college that is accredited by the P.O.S.T. Board. If you have met the academic requirements, you are eligible to take the P.O.S.T. Board licensing examination. Once you have passed the licensing exam, you are eligible to be hired by any law enforcement agency in Minnesota as a peace officer. If you have experience as a full-time police officer in another state or with a federal law enforcement agency and have completed a basic police academy/course, you may be eligible to take the P.O.S.T. reciprocity exam. If you have **military experience**, contact the P.O.S.T. Board for more information about reciprocity testing.

Individuals who have received a law enforcement degree from a college that is not accredited or have a four-year degree in another vocation may only need a minimum number of courses through an accredited institution to meet the P.O.S.T. academic requirements. Some institutions can integrate degrees in less time than others. Individuals interested should send their transcripts to an accredited institution for review. They will advise you what will be needed to meet the P.O.S.T. requirement.

What is a P.O.S.T. license?

Students who have successfully completed the required academic course work and have passed the Peace Officer Licensing Examination are termed "eligible to be licensed." However, completing the education requirements and passing the licensing examination does not result in licensure. Individuals who are "eligible to be licensed" are not licensed until they are hired by a law enforcement agency and can satisfy the minimum selection standards listed in the application. A law enforcement agency may apply its own additional standards in their hiring process. The hiring agency also determines the physical standards its own personnel must meet.

How do I get a P.O.S.T. license?

You obtain your P.O.S.T. license after passing the licensing examination and are hired by a law enforcement agency in Minnesota.

Selection Process

What is the timeline for the selection process?

There are approximately 10 months from the start of the Trooper Application Process until the Trooper Candidate School begins.

When do you usually announce a hiring process and begin accepting applications online?

Online applications are generally accepted in March.

Why does it take so long to get hired?

The selection process consists of the application, written examination, physical fitness testing, oral board interview, background investigation, medical evaluation, psychological evaluation, orientation, and fingerprinting.

Why can't I submit an application any time?

Applications are only accepted online after a selection process is announced. You can submit your name and address to be placed on a list. When the selection process is announced you will receive notification by e-mail that we will be accepting applications online.

Do I have to start my application process over if I submitted an application last year?

Yes, each applicant must submit an application online for the current selection process at <http://www.dps.state.mn.us/patrol>.

Informational Session and Pre-Physical Fitness Test

What is the “Informational Session”?

This is an “optional” interactive session that will provide valuable information on the steps in the selection process, background investigation, and the Trooper Candidate School.

1. The applicant will be able to ask specific questions pertaining to the remaining steps of the hiring process.
2. The applicant will receive information on the background process including a list of those items necessary for the investigation that usually take time to obtain.
3. The applicant will receive valuable information on the Minnesota State Patrol Trooper Candidate School.

What is the “Pre-Physical Fitness Test”?

This is an “optional” session that will allow the applicant an opportunity to take the Physical Fitness Test and obtain information on the proper testing protocols. This session allows the applicant to test in the same environment that will be used during the required Physical Fitness Testing and to identify those areas where the applicant may need improvement. This will allow you to prepare for the successful completion of each testing element.

When and where are the Informational Session and Pre-Physical Fitness Test offered?

An Informational Session will be held on a date established for each process. The applicant can select a time when the online application is completed. The Informational Session and the Pre-Physical Fitness Test will be held at Bethel University, 3900 Bethel Drive, St. Paul, Minnesota, 55112. Applicants should report to the Robertson Physical Education Center for the Informational Session.

It is highly recommended that all applicants attend both the Pre-Physical Fitness Test and the Background Process Informational Sessions.

Written Examination and Physical Fitness Test

How does the testing process work?

As you complete the online application, you will be required to select your testing date. The written exam will be administered first followed by the physical fitness test. Both the written exam and the physical fitness test will be conducted at Bethel University in St. Paul, Minnesota.

What are the dates for the written exam and the physical fitness test?

During the online application process, you will need to select one date for testing. You must complete both the written exam and the physical fitness test on the same date.

Where do I need to report to take the written exam?

You will need to report to Bethel University, Benson Great Hall (Main Lobby), 3900 Bethel Drive, St. Paul, MN 55112. You will receive an email confirmation after you complete the online application. The email confirmation will provide you with the date, time, and location you selected.

What written test(s) are administered?

We will administer the Wonderlic W.P.T. Examination. To review a sample of the test questions, [click here](#). The Wonderlic W.P.T. Examination is a timed test.

What should I bring to the written exam and physical fitness testing?

Applicants must bring a current state-issued driver's license with a photo or a current state-issued photo identification card to the written examination and the physical fitness testing site. Photocopies will not be accepted.

Wear clothing appropriate for physical fitness testing and bring water as it will not be provided.

Can I take the written examination on one day and the physical fitness test on the other testing date?

No, you must take both the written examination and the physical fitness test on the same day.

Is there a make-up test for either the written examination or the physical fitness test?

No, you will have only one attempt at both the written examination and the physical fitness test.

When will I know the results of the written test?

You will receive notification of your results by e-mail approximately three weeks after completing the test. If you pass the testing you will receive notification and additional instructions on how to schedule your oral interview.

What happens at the Physical Fitness test?

Upon completion of the written exam, you will be provided with information on the physical fitness testing procedure and the testing location on the Bethel University Campus. The first group will begin their physical fitness test approximately one hour after the completion of the written examination. It will take approximately two hours to complete the five required tests. You should plan to be available for the entire time that is scheduled for the physical testing. It will be your responsibility to be at the testing site prepared to start the testing.

What are the physical fitness requirements?

The required physical fitness tests that you will be required to complete during the testing process are the 1-minute sit-ups, vertical jump, maximum pushups, 300 meter run, and the 1.5 mile run. Applicants will be required to pass with an **average passing score** of 50 out of 100 total points. Applicants will also be required to participate and pass at the minimal level listed on the testing sheets. The testing standards are age and gender specific. Applicants that pass with an overall average of 50 points **and meet** the minimal requirement standard will be considered to have passed the physical fitness test.

Oral Board Interviews

What are the oral board interviews and where are they held?

The oral board interviews are simply an oral interview. The oral interview is conducted by a panel, typically consisting of three members. You will only interview with one panel. It is anticipated that the length of the interview will be less than sixty minutes. The interviews will be held at the Minnesota State Patrol Training Center, 1900 West County Road I, Shoreview, Minnesota 55126.

How are the applicants scheduled for oral board interviews?

After completing the written exam and the physical fitness test, you will receive a notification e-mail. This e-mail will indicate that you will continue on in the selection process and there will also be information included that will instruct you how to schedule your interview.

Background Investigation

What is a comprehensive background investigation?

As required by Minnesota Rule 6700.0700 and Minnesota Department of Public Safety Administrative Policy Number 4060, you must submit to a thorough background investigation to evaluate your suitability for employment as a peace officer with this agency. This background investigation will include an analysis of public and private information, including criminal and civil court records, driver's license and credit information, educational and employment history and interviews with references, neighbors, family members and others.

How long does the background investigation take to complete?

Background investigations take about eight weeks to complete.

How many applicants will undergo a background investigation?

If you successfully pass the oral board interview, you will undergo a background investigation.

Where can I get my background investigation materials?

You must print a copy of the background investigation materials. The background investigation materials can be obtained during the application process or by [clicking here](#). If you are unable to print a copy of this document, contact the Application Coordinator at patrol.applicant@state.mn.us or 651-628-6971.

When should I submit my background investigation materials?

Do not submit the completed background investigation materials before you receive confirmation that you have passed the written and physical fitness tests.

Does each hiring process require a background investigation?

Yes.

If I submitted my transcripts last year do you need them sent in again this year?

Yes.

Trooper Candidate School

How long is your Trooper Candidate School training?

The Trooper Candidate School will consist of 12 weeks of residential modified stress training at Camp Ripley. Candidates who complete the residential training are appointed as a State Patrol Trooper. They must then complete 17 weeks of combined field training and additional classroom instruction.

Do I have to stay at Camp Ripley during the 12 week period?

Yes, candidates shall arrive at Camp Ripley by 2000 hours on Sunday evening and are released Friday evening after an inspection.

If I have already completed the skills training and am eligible to be licensed, do I still have to complete the entire school?

Yes, you will need to complete the 12 weeks of the Trooper Candidate School including all of the educational and skills classes required to graduate.

Can I receive special shortened training because I am an incumbent officer?

No.

What do I need to bring to the Trooper Candidate School if I am offered a position?

If you receive an offer you will be provided with a list of items to bring. You will be provided with more information, if you are selected.

Is it a college setting or military setting?

It is a college and paramilitary setting.

How many applicants will you hire?

The number of positions available is dependent upon legislative funding and budgetary constraints.

Field Training

How long is Field Training?

Graduates of the Trooper Candidate School complete 12 weeks of Field Training combined with five additional weeks of classroom training before solo patrol.

How long is probation?

One year, which begins after being sworn-in at graduation from the Trooper Candidate School?

What equipment is provided by the department and what equipment will I need to purchase?

Uniforms, equipment and duty weapon are supplied. You will have to buy shoes/boots and gloves.

Compensation and Benefits

What is the pay?

During the Trooper Candidate School, cadets will be compensated at 70% of the base Trooper salary, which equates to approximately \$16.16 per hour. Upon successful completion of the Trooper Candidate School, starting Trooper pay is approximately \$23.08 per hour plus any applicable contract adjustments.

What are the benefits?

Candidates receive medical and dental benefits approximately 35 days from the start of L.E.T.O Training or the start of Trooper Candidate School. For more information on benefits go to: www.careers.state.mn.us.

Miscellaneous

Do you administer a polygraph examination?

No.

How soon can I transfer after I am hired?

You are eligible for transfer once you are off of probation. Troopers typically have the opportunity to transfer around the state once a year. Transfers are based on seniority and the vacancies that exist.

Where are the districts and stations?

Refer to the district map. To view the district map, [click here](#).

Do I have to live in the district or station?

You must live in the station you are assigned to with the exception of the metro (District 2400 and 2500) where you must live within 10 miles of your station.

Can I choose where I work?

Placement of cadets is based on both the needs of the organization and the interest of the applicant. You will be informed at the time an offer is made of your station assignment.

Do I have to move or can I just rent an apartment until I transfer?

Probationary Troopers must establish a temporary residence in the station to which they have been assigned for duty. They shall live in and occupy such living quarters during that portion of the work week they are scheduled for patrol duty, call duty, or stand-by duty. Upon transfer or permanent assignment, members shall, within 120 days after their assignment, establish their residence in the station to which they have been assigned.

Can I apply for a specialty position within the Minnesota State Patrol (K-9, Public Information Officer, Executive Protection, Pilot, etc.)?

You may apply for a specialty position once you are off of probation. To apply to the Flight Section you must have a minimum of five years as a Trooper and hold a commercial instrument single engine license.

How long before I can get promoted?

You must have a minimum of five years as a Trooper to participate in the promotional selection process.

Can I start as a Community Service Officer (C.S.O.) and then qualify for the Trooper Candidate School?

The State Patrol currently has a Student Worker/CSO Program. CSO's will have to complete all of the same steps required of all other applicants during the selection process.

Do you offer education reimbursement?

Not at this time.

Do I need to be a United States Citizen at the time of application?

No.

When do I need to be a United States Citizen?

You must be a United States Citizen by the date established in the process.

How old do I have to be to apply for a position with the Minnesota State Patrol?

You must be 21 years of age by the date you are appointed a Trooper.

Do I need a valid driver's license at the time of application?

No.

When do I need a valid driver's license?

Prior to attending any training either L.E.T.O. or Trooper Candidate School.

Do you have a maximum hiring age?

There is not a maximum hiring age. Mandatory retirement is age 60.

If I don't get an offer this year can I remain on an eligibility list for next year?

No, each selection process starts by submitting a new application.

If I am fluent in a language other than English, what languages are given preference during the final selection process?

The languages that will be given preference are Spanish, Russian, Hmong, Vietnamese, Somali, and American Sign Language (A.S.L.).

Why doesn't the State Patrol have an eligibility list they work off instead of starting over every year?

Typically, each selection process exhausts the list of applicants during that process.

If I was terminated by the Patrol can I be rehired?

Yes, but the termination circumstances will be taken into account during the selection process.