

STATE UNIVERSITIES CIVIL SERVICE SYSTEM  
Original Entry Examination for  
POLICE OFFICER

INFORMATION TO APPLICANTS

Following is important information concerning the various components which comprise the Police Officer examination. Read **ALL** of the information carefully and make sure that you understand it thoroughly. If you have any questions regarding the various stages of the examination procedure, contact your Personnel/Human Resources Office.

Successful completion of the Police Officer examination is contingent upon passing a three-stage examination. The content of these stages are outlined below:

**PHYSICAL FITNESS TEST (PFT)** Pass-Fail. Must pass all 4 components.

**COGNITIVE TEST FOR POLICE OFFICER EXAMINATION**  
(60% of total examination score)

**STRUCTURED ORAL INTERVIEW (SOI)**  
(40% of total examination score)

All three stages (PFT, Cognitive Test [Knowledge Test and the Integrity Test], and Structured Oral Interview) must be passed. Failure to pass any stage will disqualify you from moving on through the examination process and will result in failure of the examination. Once you have successfully completed the PFT and the Cognitive Test, you will be scheduled for the Structured Oral Interview (SOI). The total examination score (combined score) will range from 0 to 100, with a minimum score of 70 required to pass the examination. Rounding does not factor into a passing or failing score. Veterans Preference points will be added to a passing score of 70 or higher, if applicable.

A brief explanation of the examination components is presented below.

**PHYSICAL FITNESS TEST (PFT)**

The Physical Fitness Test consists of four components: (1) Sit and Reach (2) Sit-ups; (3) Bench Press; and (4) 1.5 Mile Run. ALL applicants are allowed a warm-up period prior to evaluation. ALL applicants are allowed 3 attempts to pass Component 1 and only one attempt to pass Components 2, 3, and 4. In order to pass the Physical Fitness Test, the applicant must pass each of the 4 components.

Applicants are urged to have a physical examination by a physician in order to determine their physical fitness for participating in this test. Arrangements and payment for physicals are the responsibility of each applicant.

If an applicant has taken and passed the Northeastern Illinois Public Safety Training Academy's (NIPSTA) Joliet Jr. College, Triton College's Power Test, or Southwestern Illinois College Police Academy (SWIC) Power Test, and Human Resources has confirmed the candidate has received the NIPSTA's Power Test ID card/certification or Joliet Junior College, Triton College's POWER Test ID card or SWIC Power Test card in

the past 6 months, the institution may opt to waive Stage 1 SUCSS Physical Fitness Test. If an applicant informs HR at the time of application for a Police Officer posting that he/she has taken and passed the Physical Fitness Test at a State Universities Civil Service System employer, and Human Resources can confirm the applicant has passed the PFT within the past 6 months, the institution may choose to waive the SUCSS Police Officer Physical Fitness Test (Stage 1 Physical Fitness Test).

### **COGNITIVE TEST FOR POLICE OFFICER**

The Police Officer Cognitive Test consists of:

- 92 multiple-choice integrity questions with a 30 minute time limit.
- 75 multiple-choice knowledge questions with a 2.5 hour time limit.

Questions represent the following areas:

- Deductive Reasoning
- Flexibility of Closure
- Inductive Reasoning
- Problem Sensitivity
- Selective Attention
- Spatial Orientation
- Visualization/Memorization
- Written Comprehension
- Written Expression

Your score for the Cognitive Test will count as 60 percent of your total examination score.

If you complete the Cognitive Test (Integrity Test/Knowledge Test) with a Combined score of 70 or higher, you will be notified by the Personnel/Human Resources Office with a time, date and location to complete the Structured Oral Interview (SOI). You will have up to 30 minutes to complete the SOI which will be reviewed by assessors.

### **STRUCTURED ORAL INTERVIEW (SOI)**

An SOI Assessor Panel is comprised of three individuals (assessors), recommended by the Employer's Personnel/Human Resources Office, and approved by the State Universities Civil Service System office prior to the interview procedure. Applicants are rated on the basis of their responses to a set of questions furnished by the University System Office.

Applicants will be rated on 6 areas:

- Self-motivation
- Diversity Orientation
- Handling Change/Stress
- Ethics, Integrity/Judgement
- Conflict Resolution/Decision Making
- Oral Communication

The overall rating is determined by averaging ratings of the three assessors. Each assessor is furnished a standard rating guide provided by the University System Office. The applicant's race, color, religion, sex

(including sexual harassment and pregnancy), national origin, ancestry, age (40 and over), marital status, disability, military status, familial status, sexual orientation (including gender identity) or unfavorable military discharge must not be considered in determining the rating of an applicant's SOI score. The duration of the Structured Oral Interview is approximately 30 minutes.

Your score, if passing (a score of 70 or greater is required to pass), will count 40 percent of your total examination score.

**CONFIDENTIALITY STATEMENT:**

Please understand that the exam you are about to take is considered highly confidential and must remain secure. This exam, including all of the questions, answers, and any other testing components or protocols, shall remain confidential at all times. Any breach of confidentiality or security of this exam, or the exam process, by using false information, impersonating a candidate, communicating test material during the examination or by using any deceptive method of cheating is considered a violation of the State Universities Civil Service Act [110ILCS70/37]. Possessing, disclosing, transmitting, reconstructing or reproducing any confidential material contained in this exam is also considered a violation of the Act. Any violation of the Act has severe employment and criminal consequences.

Except for materials specifically and explicitly authorized by the test monitor, you may not bring anything into the testing room, or remove anything from the testing center. Any device or material which may be used to secure confidential testing information, or which may be used to improve your final test score or reduce the final score of anyone else, is strictly prohibited. If you have any questions about this, or observe anyone violating these requirements, please contact the test monitor immediately.

No electronics (e.g. cell/smart phones, pagers, recording devices, smart-watches, etc.) are allowed during any parts of this examination.

(Rev. 02/20)