



## Framingham Police Department Written Entry Exam: Saturday, August 14, 2021

The City of Framingham has contracted with Police Exam Solutions, LLC, to administer a written examination and provide the best recruitment and pre-screening tools available for recruiting qualified candidates. Candidates are required to meet the minimum qualifications in order to take the entrance exam.

The Framingham PD is committed to the recruitment and selection process necessary to attract high caliber candidates that is transparent, fundamentally fair and in compliance with the federal, state, and local law. The Department will strive to attract candidates from diverse backgrounds and cultures, and encourages minorities, women, and veterans to apply.

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### The Exam Process: Following Instructions is the Key to Success!

We have included the information and requirements necessary for your successful registration and exam participation.

Failure to meet these requirements will disqualify you from the process.

Stay up-to-date on exam announcements on the PES website at [www.policeexamsolutions.com](http://www.policeexamsolutions.com)

1. Determine your eligibility to participate,
2. Complete your registration through the [www.policeapp.com](http://www.policeapp.com) portal,
3. Complete on or before the deadline (5pm on August 10<sup>th</sup>), your PES Projected Personality Interpreter (PPI), through the [pa.ppi-portal.com](http://pa.ppi-portal.com), (see detailed notes in the PES section below),
4. Stay up-to-date on exam announcements on the PES website at [www.policeexamsolutions.com](http://www.policeexamsolutions.com).

Thank you for your interest in the Framingham Police Department’s upcoming law enforcement entry exam on Saturday, August 14, 2021. The in-person written exam will be held at the Joseph P. Regional Technical School, and facilitated by Police Exam Solutions (PES). To help you better understand the process, below is an outline of the agencies involved with the upcoming exam. To avoid a potential disqualification please note all deadlines and/or requirements necessary for your eligibility and participation in the FPD exam process.

| Agency                            | Role   | Deadline   |
|-----------------------------------|--|--|
| <b>policeapp.com</b>              | <ul style="list-style-type: none"> <li>• Registration portal</li> <li>• Policeapp.com provides a dashboard style user interface between candidates and the hiring agency. Once the exam process has occurred and scores are posted, all communication about the recruitment process will be handled by the hiring agency through the policeapp.com portal.</li> </ul>  | <ul style="list-style-type: none"> <li>• Registration Ends: <b>9am August 10, 2021</b></li> </ul>            |
| <b>Police Exam Solutions, LLC</b> | <ul style="list-style-type: none"> <li>• PES is the agency working with the Framingham Police Department to sponsor and facilitate the written exam process being held <b>Saturday, August 14, 2021</b>.</li> <li>• PES handles all candidate questions on the exam process.</li> <li>• Candidates are required to complete and submit their PES PPI component through the PES PPI portal. <i>(See additional details below.)</i></li> <li>• PES provides score reporting to candidates through two means, the PES PPI portal and the policeapp.com portal.</li> </ul> | <ul style="list-style-type: none"> <li>• Your PPI completion deadline: <b>5pm August 10, 2021</b></li> </ul> |

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| <b>Framingham Police Department</b> | <ul style="list-style-type: none"> <li>The Framingham Police Department for which you are applying has contracted with PES to provide an entry level written exam on Saturday, August 14, 2021. The FPD requests you contact Police Exam Solutions directly with your questions, concerns, or for additional exam information. Do not contact the agency.</li> </ul> |  |
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## Exam Details:

| Topic   | Specifics  | Deadline |
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| <p><b>FPD: Minimum Qualifications</b></p> <p>In order to take the entrance exam, a police officer candidate must:</p> | <ul style="list-style-type: none"> <li>Be a U.S. Citizen (Birth or naturalization);</li> <li>Be at least 19 years of age on or before the date of the exam;</li> <li>Possess a high school diploma or G.E.D certificate;</li> <li>Possess or have the ability to obtain and maintain a valid Massachusetts driver’s license;</li> <li>Possess or have the ability to obtain and maintain an unrestricted Massachusetts Class A License to Carry a Firearm (LTC-A);</li> <li>Not be a convicted felon, or have convictions from another jurisdiction that would be treated as a felony in the Commonwealth;</li> <li>Not smoke and stay a non-smoker. Smoking of tobacco products is prohibited as outlined by G.L. c. 41 § 101A of the Massachusetts General Laws;</li> <li>Be able to obtain CJIS certification; and</li> <li>Meet all PES exam requirements necessary for your participation.</li> </ul> |          |
| <p><b>FPD: Additional Qualifications for Eligibility</b></p>  | <ul style="list-style-type: none"> <li>The passing grade of 75% and above is required in the written examination.</li> <li>The Selection Team will identify police officer candidates (using the highest test scores) who will proceed to the Physical Agility Test (PAT). The number of candidates moving to this stage will be determined by the Chief of Police depending on potential needs of the department.</li> <li>Candidate must be 21 years of age to enter a police academy.</li> <li>Police officer candidates who have passed both the entrance exam and the agility test will move forward in the process.</li> <li>Candidate must pass background investigation.</li> </ul>  |          |
| <p><b>FPD: Physical Agility Test (PAT)</b></p>  | <p style="text-align: center;"><b>BE PREPARED!</b></p> <p>The Police Officer Physical Agility Test is a demanding component of the testing process. It is strongly suggested that you train to develop your strength and endurance in order to pass this section of the process.</p> <p>The Department will use an agility test (such as the “New Cooper Age and Gender Base Standards for Law Enforcement”) consistent with other Massachusetts Agencies.</p>   |          |

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| <p><b>FPD: Military Make-Up Exam</b></p>  | <p><b>Military Make-Up Exam:</b> In acknowledgment of the sacrifice of our military men and women currently serving out their orders, a military make-up exam accommodation has been scheduled for 2:00pm on Monday, August 16<sup>th</sup>, via the PES @Home testing process. To qualify for the military make-up exam, you would need to be on active duty (or military orders), on the original examination date.</p> <p><b>How it works:</b></p> <ul style="list-style-type: none"> <li>• <b>Prior to registering for the exam, you must email info@policeexamsolutions.com, with the subject line being "Request for Military Makeup."</b> Supporting documentation such as a DD214, Commanding Officer Letter, Orders, etc. must accompany the request.</li> <li>• After review of your request and supporting documentation, the FPD and PES will make a determination of your eligibility. If approved, you will be permitted to register.</li> </ul> <p><b>A limited number of spots are available and are on a first come, first served basis.</b> Additional details will be provided upon your approval to participate in the remote, @Home Testing process.</p> <p>The requirements for the @Home testing process include:</p> <ul style="list-style-type: none"> <li>• A reliable internet connection,</li> <li>• A cell phone with camera, and</li> <li>• A PC with Windows 10 or later. The testing platform is not compatible with Mac's or Google Chromebooks.</li> </ul> | <ul style="list-style-type: none"> <li>• Registration &amp; PPI completion deadlines are the same for in-person or the Military Make-up exam.</li> </ul> |
| <p><b>PES: Pandemic Contingencies</b></p> | <p>As you are aware, the challenges we face as a result of the pandemic, are ever-changing and evolving. We will continue to monitor this situation closely. If there are gathering restrictions and/or safety protocols set forth by the Commonwealth of Massachusetts, we will be adhering to these mandates to ensure everyone's safety and well-being to the best of our ability. Additional screening protocols can include, but not be limited to, car-side check-in, temperature checks, and a health and wellness questionnaire to determine any high-risk participants. Should we determine these steps are necessary you will be notified in advance. It is also advised that you stay tuned to the travel restrictions on the Mass.gov website.</p>   | <ul style="list-style-type: none"> <li>• TBD</li> </ul>  |
| <p><b>PES: Written Exam: Part I</b></p>   | <p>The first part of the written examination is the Candidate Insight Report (CIR), and the Projected Personality Interpreter (PPI).</p> <ul style="list-style-type: none"> <li>• The <b>CIR</b> will require you to complete a series of questions regarding your demographics, and your skills and qualifications for the job.</li> <li>• The <b>PPI</b> consists of 10 essay questions. Utilizing IBM Watson AI technology, the PPI is used to identify the top key personality traits possessed by candidates. The PPI report is <b>not scored and/or ranked</b>. It is designed to provide the department with personality insight for each candidate. A candidate will not be hired or eliminated from consideration for hire, based on this feedback. personality.</li> </ul> <p><b>BE ON THE LOOKOUT!</b> Upon your successful registration acceptance, the PPI portal will automatically email you a set of access instructions. <b><u>DEADLINE TO COMPLETE THE PPI: 5pm, August 10, 2021.</u></b></p>  | <ul style="list-style-type: none"> <li>• Deadline for PPI Completion: <b>5pm August 10, 2021</b></li> </ul>  |

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| <b>PES: Written Exam: Part I</b><br><i>(Cont'd.)</i> | <p><b>Failure to complete this portion of the exam before the deadline will result in your disqualification from the process.</b></p> <p><i>Since this email will sometimes get intercepted by ISP firewalls, we advise you search all folders within your email box. The 'from' address is <a href="mailto:admin.ppi-portal.com">admin.ppi-portal.com</a>. Your first-time access must be made through the link contained in the email. Should you have any issues, you must contact PES for assistance. To best assist you, it's suggested you do not wait until the last minute.</i></p>  |  |
| <b>PES: Written Exam: Part II</b>                    | <p>The second part of the exam process is the written exam. You will be participating in a written exam specifically tailored for predicting candidate's best qualified for a career in law enforcement. Your exam was developed to measure the key skills, abilities and other characteristics required for job success. You will be allotted a set amount of time to complete the exam. You should expect the process to take approximately 3.25 hours. Once the process begins and test administration is complete, you will have 2.5 hours to complete your exam.</p>  | <ul style="list-style-type: none"> <li>• Registration Ends: <b>9am August 10, 2021</b></li> </ul>                  |
| <b>PES: Score Transfers</b>                          | <p>The Framingham PD will accept PES exam scores received from a previous PES 2021 exam. For details, instructions, and important notes on the Score Transfer policy, please visit <a href="https://www.policeexamsolutions.com/faq">https://www.policeexamsolutions.com/faq</a>.</p>  | <ul style="list-style-type: none"> <li>• Score transfers must be complete by <b>9am August 10, 2021</b></li> </ul> |
| <b>PES: Study Guide</b>                              | <p>At this time, we do not offer a study guide for our exam. The reason being is that unlike other law enforcement entrance exams, our exam is different. It consists primarily of situational and scenario-based questions. For example, it asks questions to better determine who you are and how you would respond in certain situations, how you handle stress, and how you deal with supervisors, to name a few. While there are many study guides on the market which can help you familiarize yourself with "scenario/situational based" question styles, we recommend our candidate's follow these simple steps to exam success:</p> <ul style="list-style-type: none"> <li>• Get a good night's sleep the night before the exam,</li> <li>• Eat a nutritious breakfast before the exam,</li> <li>• Be Prepared! Have any/all your required documents/materials ready for exam day,</li> <li>• Know what to bring and what not to bring,</li> <li>• Be On Time! Check-in starts at 8:15am. Doors close at 9:00am and there is absolutely NO admittance after 9:00am, and</li> <li>• Answer the test questions honestly.</li> </ul> |  |
| <b>PES: Score Reporting</b>                          | <p>PES will notify candidates via email when results are in. Typically, scores are released within (5) business days from the date of the exam. You can access your score via your PES PPI portal and your policeapp.com portal. Instructions on how to access your individual score will be included in your email.</p>   |  |
| <b>Exam Specifics:</b>                               | <p><b>Location:</b> Joseph P. Keefe Regional Technical School<br/> <b>Address:</b> 750 Winter St., Framingham, MA<br/> <b>Check-In:</b> Begins at 8:15am. Doors close promptly at 9:00am.<br/> No admittance after 9:00am, under any circumstances.</p>  |  |

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| <b>What to Bring to the Exam</b>     | <ul style="list-style-type: none"> <li>• Valid Photo ID</li> <li>• Mask are required to enter the test site</li> <li>• (2) No. 2 pencils - We recommend NOT using mechanical pencils</li> <li>• If additional items are added due to the pandemic conditions, you will be contacted by email with the details</li> </ul>   |  |
| <b>What NOT to Bring to the Exam</b> | <p>DO NOT BRING YOUR CELL PHONE AND/OR ANY SMART DEVICE. Anyone found possessing these items at the testing site, will immediately be disqualified and asked to leave the location.</p>  | <p><b>NO CELL PHONES OR SMART DEVICES!</b></p> |
| <b>Refunds and/or Exchanges</b>      | <p>All fees paid are NON-REFUNDABLE under any circumstances. Policeapp.com and PES do not offer make-up exam sessions or returns for exam registration purchases. Your registration purchase is for that particular exam only and cannot be transferred to another exam.</p>   |  |
| <b>PES: Questions?</b>               | <p><b>PES is here to help! Police Exam Solutions is facilitating and hosting the FPD exam.</b> As such, all questions regarding the exam process, as well as general inquiries will be handled by Police Exam Solutions, LLC. To provide you with a timely, informative response, we highly encourage you to submit your inquires to <a href="mailto:info@policeexamsolutions.com">info@policeexamsolutions.com</a>, or by calling our office at 781.645.6005. <b>Do NOT contact the FPD, or you may be disqualified from the process.</b></p> |  |