



Commonwealth of Virginia
Virginia Department of Criminal Justice Services

Application for Waiver of Minimum Qualifications (Form W-1)

Section 15.2-1705 Code of Virginia (1950), as amended

Return to: Department of Criminal Justice Service, 1100 Bank Street, 12th Floor, Richmond, VA 23219

Applicant's Name: (Last, First, Middle Initial)		Social Security Number:
Date of Birth:	Agency Requesting Waiver:	Date of Pending Employment:

Waiver Requested for the Following:

Section 15.2-1705, Code of Virginia, (1950) as amended, provides that the Department of Criminal Justice Services may waive the requirements for minimum employment qualifications for good cause shown. Applications cannot be considered unless adequate written justification of good cause is provided. Please attach a letter of explanation of good cause for waiver of the minimum employment qualification as indicated below.

- | | | | |
|---|--|---|--|
| <input type="checkbox"/> Citizen of the United States | <input type="checkbox"/> High School Diploma/Equivalency | <input type="checkbox"/> Not Convicted of a Felony or Any Offense That Would Be a Felony If Convicted in Virginia | |
| <input type="checkbox"/> Physical Examination | <input type="checkbox"/> Valid Driver's License | | |
| <input type="checkbox"/> Background Investigation | <input type="checkbox"/> Be At Least 18 Years of Age | | <input type="checkbox"/> Not Convicted of a Misdemeanor Offense involving moral turpitude; sex offense or domestic assault |
| | | | <input type="checkbox"/> Not Have Produced a Positive Result on a Pre-employment Drug Screening |

Attest:

I certify that the information provided in this application is true and correct to the best of my knowledge, and I hereby request a waiver of the minimum qualifications as noted above.

_____	_____
<i>Date</i>	<i>Signature of Applicant</i>

	<i>Name of Applicant</i>
_____	_____
<i>Date</i>	<i>Signature of Agency Administrator</i>

For DCJS Use Only:

<input type="checkbox"/> Request Approved	<input type="checkbox"/> Request Denied	
<i>Reasons/Conditions:</i>		

_____	_____	_____
<i>Date</i>	<i>DCJS Authorized Signature</i>	<i>Title</i>