Department of Criminal Justice Services

Form W-1

Application for Waiver of Minimum Qualifications

Section 15.1-131.8 Code of Virginia (1950), as amended

Return to: Department of Criminal Justice Services, 805 East Broad Street, Richmond, VA 23219

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

Waiver Requested for the following:

Section 15.1-131.8, *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 use the space provided on the reverse side of this application to explain good cause for waiver of the minimum employment qualification as indicated below.

- ☐ Citizen of the United States
- ☐ Physical Examination
- ☐ Background Investigation
- ☐ High School Diploma/GED Equivalency
- ☐ Valid Virginia Driver License *(Complete information below.)*

Current State of Licensure and License Number:

_____ _____

State *Operator's License Number*

Attest:

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

_____ _____

Date *Signature of Applicant*

_____ _____

Date *Signature of Agency Administrator*

FOR DCJS USE ONLY

☐ Request Approved ☐ Request Denied

Reasons/Conditions: _____

_____

_____

_____ _____ _____

DCJS Authorized Signature *Title* *Date*