

Waukegan Police Applicant Preference Points

Education Bachelor's Degree in Criminal Justice Bachelor's Degree in other field Associates Degree in Criminal Justice Associates Degree in other field At least 60 credit hours Points will be awarded from only one of the above categories.	5 points 4 points 3 points 2 points 1 point
Licenses or Certifications 40 Hour Evidence Technician(ILETSB certified) 40 Hour School Resource Officer(ILETSB certified) 40 Hour Juvenile Officer(ILETSB certified) 40 Hour Crisis Intervention Team 40 Hour Lead Homicide Investigator(ILETSB certified) 40 Hour Firearms Instructor(ILETSB certified) Drug Recognition Expert (DRE) Maximum 5 points for extra police certifications	1 point 1 point 1 point 1 point 1 point 1 point 1 point
Other Bi-lingual in Spanish(must pass proficiency exam) 1 year experience as a Waukegan Police dispatcher 1 year experience as a police dispatcher 1 year experience in a formal police Explorer program 1 year experience as a police Community Service Officer Maximum of 5 points for other.	3 points 2 points 1 point 1 point 1 point
Veteran Status Minimum of one-year active duty service with an honorable discharge	5 points
Experience 5 years experience as a full time police officer with last date of service no more than 2 years before the date of the written test 4 years experience as a full time police officer with last date of service no more than 2 years before the date of the written test 3 years experience as a full time police officer with last date of service no more than 2 years before the date of the written test 2 years experience as a full time police officer with last date of service no more than 2 years before the date of the written test 1 year or less experience as a full time police officer with last date of service no more than 2 years before the date of the written test Maximum of 5 points for experience.	5 points 4 points 3 points 2 points 1 point
Residency Current resident of Waukegan	5 points
The maximum amount of preference points an applicant can earn is 30.	



Waukegan Police Department Preference Point Claim Form - 2026

Candidates who achieve a passing score on the written examination are eligible to claim preference points. Preference points are offered in the following categories:

Military Experience: Must have had at least one year of active duty and honorable discharge from service (or is or has been a member on inactive or reserve duty. Please note that inactive or reserve duty status is accepted in lieu of an honorable discharge, not active-duty time served). – 5 Points

- DD-214 (long form, including character of discharge) required as proof

Educational Preference: See preference points information sheet for various education point options. All educational credit must be from an accredited college/university – 1 to 5 Points (not cumulative).

- Copy of college/university transcripts or diploma showing type of degree earned required as proof

Licenses and Certifications: See preference points information sheet for various licensure/certification options – 5 Points Maximum

- Copy of certification(s)/license(s) required as proof

Full-Time Experience: See preference points information sheet for various experience options – 5 Points Maximum

- Copy of law enforcement officer certification and letter from current/previous employer required as proof. You will not be awarded points without certification and the letter.

Residency: Current resident of Waukegan, IL – 5 Points

- Must supply proof of current residency (driver's license, any current service bill, lease agreement, etc.)

Other: See preference points information sheet for various options – 5 Points Maximum

- Must have taken and passed the Spanish proficiency examination to qualify for language proficiency points. Experience will be verified in application.



Waukegan Police Department Preference Point Claim Form - 2026

Applicants are allowed to claim a maximum of thirty (30) points. Preference points cannot be awarded without a formal claim form and supporting documentation. Preference point claim forms and supporting documentation must be submitted and uploaded with your documents to PST.

By submitting and signing this form, I, _____, attest that I am entitled to preference points in the following category/categories:

☐ Military Experience Preference

Branch of Service: _____

Unit: _____ Rank: _____

Dates of Service: _____

Date and Character of Discharge: _____

☐ Educational Preference

Degree Level and Area of Study: _____

☐ Licenses and Certifications

☐ 40 Hour Evidence Technician (ILETSB certified) Issue Date: _____

☐ 40 Hour School Resource Officer (ILETSB certified) Issue Date: _____

☐ 40 Hour Juvenile Officer (ILETSB certified) Issue Date: _____

☐ 40 Hour Crisis Intervention Team Issue Date: _____

☐ 40 Hour Lead Homicide Investigator (ILETSB certified) Issue Date: _____

☐ 40 Hour Firearms Instructor (ILETSB certified) Issue Date: _____

☐ Drug Recognition Expert (ORE) Issue Date: _____

☐ Current Waukegan Address _____

☐ Full Time Experience

Department Name: _____

Dates of Employment: _____



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- ☐ Other
- ☐ Bi-lingual in Spanish (must have taken and passed the proficiency exam)
- ☐ 1 year experience as a Waukegan Police dispatcher

Dates of Employment: _____

- ☐ 1 year experience as a police dispatcher

Department Name: _____ Dates of Employment: _____

- ☐ 1 year experience in a formal police Explorer program

Program Name: _____ Graduation Date: _____

- ☐ 1 year experience as a police Community Service Officer

Department Name: _____ Dates of Employment: _____

TOTAL POINTS CLAIMED: _____

I have submitted documentation as proof of eligibility for preference points in the aforementioned category/categories. I understand that preference points may only be awarded through the submission of a formal claim and after confirmation of eligibility through the screening of supporting documentation. I attest that the information included on this form is truthful and acknowledge that falsifying any information will result in the forfeiture of preference points and possible dismissal from the employment process.

Printed Name: _____

Signature: _____

Date: _____