United States Department of Homeland Security

Training Information Program
BIOGRAPHICAL QUESTIONNAIRE

U.S. Citizenship and Immigration Services

The information provided on this form will be used to establish or update employee training records.
<table>
<thead>
<tr>
<th>Field</th>
<th>Options</th>
</tr>
</thead>
<tbody>
<tr>
<td>11. MARITAL STATUS</td>
<td>Single, Married, Divorced, Separated, Other</td>
</tr>
<tr>
<td>12. DEPENDENTS</td>
<td>0, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14+</td>
</tr>
<tr>
<td>13. STATE/COUNTRY OF BIRTH</td>
<td>DE, DC, IA, IN, ME, MA, MD, MI, MN, MS, MO, MT, NE, NV, NH, NJ, NM, NY, NC, ND, OH, OK, OR, PA, RI, SC, SD, TN, TX, UT, VT, VA, WA, WV, WI, WY, Foreign Country, Opinion</td>
</tr>
<tr>
<td>14. BLOOD</td>
<td>A, B, AB, O, Unknown</td>
</tr>
<tr>
<td>15. SOCIAL SEC NO.</td>
<td>Numbers</td>
</tr>
<tr>
<td>16. AGE</td>
<td>0-9, 10-19, 20-29, 30-39, 40-49, 50-59, 60-69, 70-79, 80+</td>
</tr>
<tr>
<td>17. WHITE (not of Hispanic Origin)</td>
<td>Male, Female, Male/Female, Other</td>
</tr>
<tr>
<td>18. RACE</td>
<td>Caucasian, African American, Asian, Native Hawaiian or Other Pacific Islander, American Indian or Alaska Native, Other</td>
</tr>
<tr>
<td>19. HGT</td>
<td>Inches</td>
</tr>
<tr>
<td>20. WEIGHT</td>
<td>Pounds</td>
</tr>
<tr>
<td>21. EYES</td>
<td>Blue, Brown, Hazel, Other</td>
</tr>
<tr>
<td>22. HAIR</td>
<td>Black, Brown, Auburn, Other</td>
</tr>
<tr>
<td>23. SEX</td>
<td>Male, Female, Male/Female, Other</td>
</tr>
<tr>
<td>24. DATE OF BIRTH</td>
<td>MM/DD/YY</td>
</tr>
</tbody>
</table>

**MARKING INSTRUCTIONS**
- Use a No. 2 pencil only.
- Fill in response oval completely, avoiding marks outside oval.
- Cleanly erase any marks you wish to change.
- Do not make any stray marks.

**WARNING**
- This form must be filled out correctly. Failure will result in an inaccurate training file.

**U.S. Citizenship and Immigration Services**
- Each item in this booklet requires an answer. If a NOT APPLICABLE or NOT PROVIDED, fill in the zero's (0) across the top of the grid.

**NOTE**
- This form is designed for easy reading and should be filled out clearly and completely.
<table>
<thead>
<tr>
<th>LAST NAME</th>
<th>FIRST NAME</th>
<th>MI</th>
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</table>

**RELATIONSHIP**
- Spouse
- Mother
- Father
- Sister
- Brother
- Grandmother
- Grandfather
- Aunt
- Uncle
- Niece
- Nephew
- Friend
- Other
- Specify:

**ADDRESS**

**CITY**

**ST**

**ZIP**

**EMERGENCY PHONE NO.**

**AREA CODE**

<p>| | |</p>
<table>
<thead>
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*4*
38 Did you drive a privately owned vehicle to the Academy?  
   ☐ Yes  ☐ No

39 Do you have a government driver’s license?  
   ☐ Yes  ☐ No

40 Are you related to anyone within CIS?  
   ☐ Yes  ☐ No

41 Did you receive a pre-academy orientation?  
   ☐ Yes  ☐ No

42 Did you receive a pre-academy brochure?  
   ☐ Yes  ☐ No

43 Have you had prior government service?  
   (Do not include the military.)  
   ☐ Yes  ☐ No

44 If “Yes” to question 43, indicate which agency.  
   ☐ NOT APPLICABLE

45 If applicable, how many years of federal employment do you have?  

46 Have you ever worked in a supervisory position?  
   ☐ Yes  ☐ No

47 Have you ever worked in a managerial position?  
   ☐ Yes  ☐ No

48 Have you ever had supervisory training?  
   ☐ Yes  ☐ No

49 Have you ever had managerial training?  
   ☐ Yes  ☐ No

50 What is the highest level of education you have completed?  (Select only one)  
   ☐ GED  ☐ High School Graduate  ☐ Graduated from Business or Technical School  
   ☐ Less than 2 years of college  ☐ 2 or more years of college with no degree  
   ☐ Associates Degree  ☐ Bachelors Degree  ☐ Bachelors Degree and Graduate course work  
   ☐ Masters Degree  ☐ Doctorate or other Graduate Degree (i.e., J.D.)

51 What is your degree type?  
   (Select only one)  
   ☐ AS  ☐ MA  ☐ MD  ☐ AA  ☐ MS  ☐ DDS  ☐ BA  ☐ MFA  ☐ PhD  
   ☐ BS  ☐ JD  ☐ MD  ☐ BFA  ☐ LLB  ☐ DEd  
   ☐ Specify:  ☐ Other  ☐ NOT APPLICABLE

52 Field of Study—Select one field of study which best describes your undergraduate major and one which describes your undergraduate minor. Enter your selection under the columns for UNDERGRADUATE MAJOR and MINOR next to the appropriate fields of study. If you attended graduate school, darken the oval under the GRADUATE MAJOR column next to your major field of study.

53 In what year did you receive your most significant degree?  
   If not applicable, write in “0000” and fill in the corresponding ovals in grid at right.
54 Total years of formal education

55 Have you ever received police training?
   ○ Yes ○ No

56 Have you ever received FORMAL handgun training?
   ○ Yes ○ No

57 Have you ever received FORMAL shotgun training?
   ○ Yes ○ No

58 Have you ever received FORMAL self-defense training?
   ○ Yes ○ No

59 Have you ever successfully completed a QUALIFIED handgun school?
   ○ Yes ○ No

PRIOR LAW ENFORCEMENT TRAINING

60 Prior military police training?
   ○ Yes ○ No

61 Prior state police training?
   ○ Yes ○ No

62 Prior city police training?
   ○ Yes ○ No

63 Prior county police training?
   ○ Yes ○ No

64 Federal law enforcement training?
   ○ Yes ○ No

65 Indicate all classes completed.
   ○ Border Patrol Basic
   ○ Immigration Officer Basic
   ○ Immigration Special Agent Basic
   ○ FLETC Police Training
   ○ FLETC Criminal Investigation Training
   ○ Journeyman Border Patrol Training
   ○ Journeyman Immigration Inspector Training
   ○ Journeyman Special Agent Training
   ○ Other
   Specify:
   ○ NOT APPLICABLE

66 Indicate year of last class completed. →

67 How many years of active military experience do you have?
   ○ NOT APPLICABLE

68 Which branch of the military were you in?
   ○ Army ○ Navy
   ○ Air Force ○ Marines
   ○ Coast Guard
   ○ NOT APPLICABLE

69 Are you in the active Reserves/National Guard?
   ○ Yes ○ No

70 How much were your travel costs? $
   ○ NOT APPLICABLE

PLEASE RIGHT JUSTIFY.

71 Select the foreign language in which you are most proficient and indicate your degree of proficiency in that language.

- Any African Language
- Any Native American Language (Aleut, Navajo, etc.)
- Any Classical Language
- Asian/Near East Languages
- Asian/Far East Languages (other than Chinese or Japanese)
- Chinese
- French
- German
- Hebrew
- Italian
- Japanese
- Russian
- Sign Language
- Spanish

Other Languages:
   Specify:
   a
   Specify:
   b
   Specify:
   c
   Specify:
   d
   ○ NOT APPLICABLE

72 Roster/Section
   ○ A
   ○ B
   ○ NOT APPLICABLE

73 Spanish Group
   ○ 1 ○ 3 ○ NOT APPLICABLE
   ○ 2 ○ 4
   ○ NOT APPLICABLE
MARKING INSTRUCTIONS

- Use a NO. 2 PENCIL ONLY.
- DO NOT use ink or ballpoint pen.
- Darken the ovals completely.
- CLEAN ERASE INCORRECT MARKS
  • CORRECT MARK
- Cleanly erase any mark you wish to change.
- DO NOT make any stray marks on this form.
- DO NOT fold or mutilate this form.
- Dates are encoded as 6 characters (January 15, 1991 would be 011591)
- DO NOT staple this form.
- DO NOT tear apart or remove pages from this form.
- With the exception of questions 30 and 70, always start with the first position on the left when answering a question.

PRIVACY ACT of 1974

GENERAL BACKGROUND: This information is provided pursuant to Public Law 93-579 (Privacy Act of 1974), effective September 15, 1978 for individuals attending training programs conducted at facilities of the Federal Law Enforcement Training Center and at other locations where the U.S. Citizenship and Immigration Services may conduct training.

Authority: The authority for the U.S. Citizenship and Immigration Services to collect the information necessary for the conduct of training is derived from the Immigration and Nationality Act, as amended, and the Government Employees Training Act, 5 USC 4101 4118, as implemented by Executive Order 11348 of April 20, 1967.

Purpose and Uses: The information you supply will be used as a basis for maintaining and processing your records while you are in training and for managing the overall CIS training system. This may include use of the information in training program validation, program and course evaluation, testing, posting of grades, appropriate intra-agency memoranda, emergency or other notifications, and such other record-keeping functions as are necessary and relevant. Sex and ethnic background data are being collected in order to assist the agency in marking progress toward EEO goals.

Effects of Nondisclosure: You are required to supply the information as requested during the period of your training on the attached form(s). If you furnish none of the information requested, your attendance in training will be immediately terminated. If you furnish only part of the information required, an attempt will be made to maintain and process your records. If the information withheld is found to be essential to effectively maintaining your records, you will be so informed, and your training will be terminated unless you supply the missing information. The requested information is necessary to process your records while in training.

Information Regarding Disclosure of Your Social Security Number Under the Privacy Act: Disclosure by you of your Social Security Number (SSN) is mandatory. Solicitation of the SSN is authorized under provisions of Executive Order 9397, dated November 22, 1943. The SSN will be used only as necessary in connection with maintaining and processing your records. The use of the SSN is made necessary because of the large number of present and former Federal employees who attend or have attended CIS programs and who potentially may have identical names and birth dates and whose identities can only be distinguished by the SSN.