

# Proposed Civil Service Rules Change: Education Requirements for Entry-Level Police Officer Appointments

## BACKGROUND

- Since at least 1983, the Bexley Civil Service Commission's rules regarding appointments to entry level police officer roles have stated:
  - (A) *To be appointed to the position of entry level police officer, a candidate must have completed at least one (1) year of post-high school education. This year of education may be undertaken at either a two- or four-year college or university.*
- Reviews and amendments to the rules have been made to the rules in 2006 and also in the time period of 2019-2024.
- In 2023, a Human Resources Coordinator position was established in the City. In 2025, the HR Coordinator assumed recruitment responsibility for all police officer roles.
- Upon assumption of these duties, it was observed that the one year of college requirement may have been applied inconsistently in the past.
- Further, while the intent of the rule is to ensure quality candidates, the wording of the rule is ambiguous, inconsistent with peer agency standards, and excludes candidates who have relevant experience.
- In a review of 30 police agencies across Ohio, only one of these agencies requires formal post-secondary education (Ottawa Hills). This is an agency with 12 sworn officers.
- In a review of disqualified candidates from 2025 recruitments, 3 candidates were disqualified due to not having any post-secondary education:
  - Candidate A: US Marine, Honorable Discharge, Military Police Experience, Writing Score: 93.3, Reading Score: 96.7
  - Candidate B: National Guard Member, Writing Score: 100, Reading Score: 93.3
  - Candidate C: Relevant protective service experience; Writing Score: 100, Reading Score: 100
  - These are candidates the department would have liked to have the ability to consider

## RECOMMENDATION

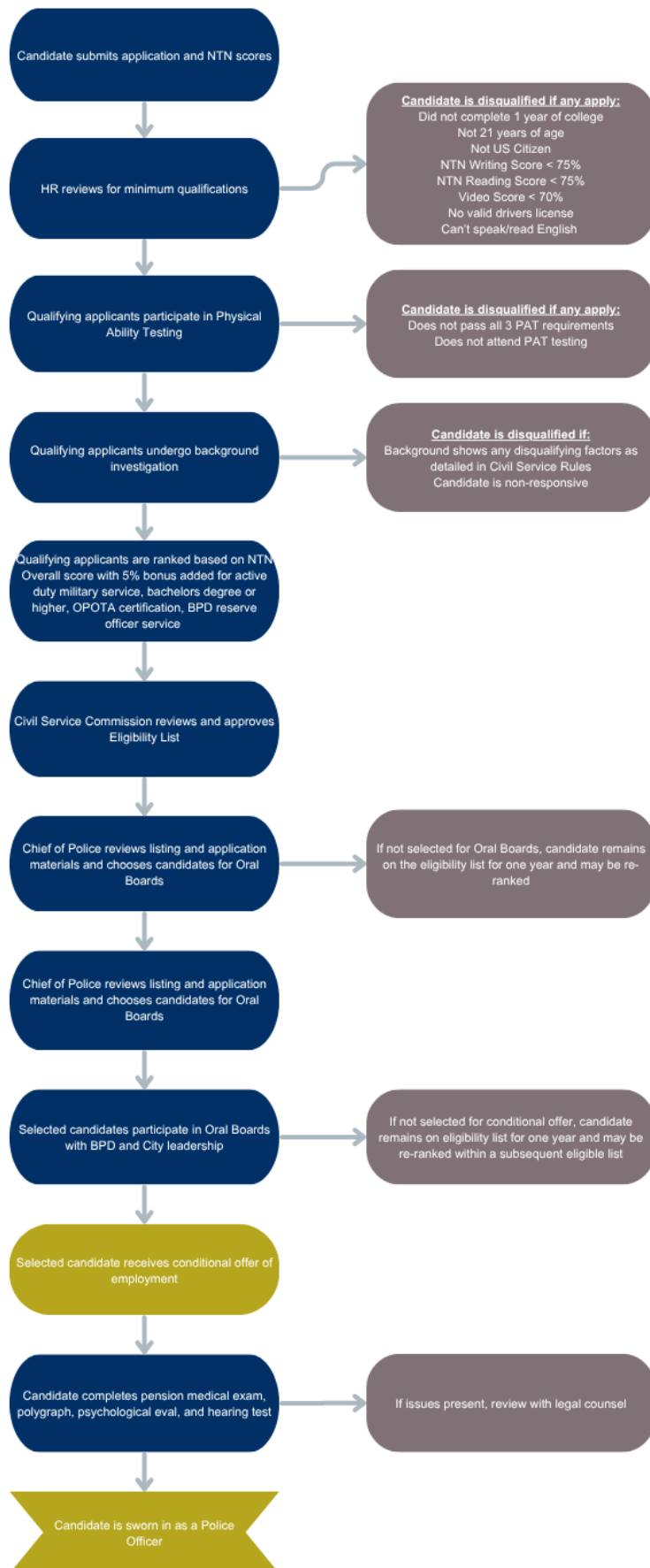
- Amend Civil Service Rules to read:
  - ⊖ To be appointed to the position of entry level police officer, a candidate must **have a high school diploma or General Education Degree (GED)**. ~~completed at least one (1) year of post-high school education. This year of education may be undertaken at either a two- or four-year college or university.~~
- Include language in job postings that states "associate's or bachelor's degree preferred"
- This amendment will allow the Civil Service Commission and Bexley Police Department to consider candidates who may not have a year of college education but do have military service, trade school experience, or other relevant work experience that is valuable to the department.
- All candidates must still meet minimum eligibility requirements, including reading, writing, scenario-based, and personal safety assessments.
- Appearing on an eligibility list does not guarantee an oral board interview nor conditional offer; rather, it enables the Commission and BPD to consider the candidate

## Current Process –

### College education required



## City of Bexley Civil Service Process for Officer Appointments



	City	Minimum Education Requirement for Entry-Level Police Officer Appointments	Source of Information
CENTRAL OHIO SUBURBS	Bexley	To be appointed to the position of entry-level police officer, a candidate must have completed at least one (1) year of post-high school education. This year of education may be undertaken at either a two- or four-year college or university. However, this requirement will be waived if the candidate has completed an OPOTA-accredited police academy and is currently eligible to be certified as an Ohio peace officer.	NTN
	Dublin	High School Diploma, G.E.D., or equivalent certificate, with a strong preference for a Bachelor's Degree in Criminal Justice, Police Science, Criminology, Government, Political Science, Public Administration or other relevant field.	NTN
	Gahanna	High School Diploma or Equivalent	Application Packet
	Grandview Heights	High School Diploma or Equivalent	NTN
	Grove City	High School Diploma or GED; College degree preferred but not required	NTN
	Hilliard	High School Diploma or Equivalent	NTN
	New Albany	High School Grad/GED; A bachelor's degree and/or military service with honorable discharge is preferred, but not required to apply	NTN
	Pickerington	High School Diploma or GED	NTN
	Reynoldsburg	High School Diploma or GED	NTN
	Upper Arlington	High School Diploma or GED	NTN
	Westerville	High School Diploma or GED; Bachelor's degree preferred but not required	NTN
	Whitehall	High School Diploma or GED	NTN
	Worthington	High School Diploma or GED	HR Director
SUBURBS OUTSIDE CENTRAL OHIO	Beavercreek	High School Diploma or GED; Associate's or Bachelor's degree preferred	NTN
	Bellbrook	High School Diploma or GED	NTN
	Blue Ash	High School Diploma or GED	Website
	Englewood	High School Diploma or GED; Post-secondary education preferred	Application Packet
	Hudson	High School Diploma or GED	Application Packet
	Mason	High School Diploma or GED; Candidates possessing an associate degree or higher are preferred.	NTN
	Medina	High School Diploma or GED; College preferred but not required	NTN
	Mt. Healthy	High School Diploma or GED	NTN
	Ottawa Hills	Associate's degree, or the equivalent number of semester/quarter hours, from an accredited college or university;	NTN, plus confirmed with Interim Chief
	Pepper Pike	High School Diploma or GED	NTN
	Shaker Heights	High School Diploma or GED	Application Packet
	Sharonville	High School Diploma or GED	NTN
	University Heights	High School Diploma or GED	NTN
	Wyoming	High School Diploma or GED	NTN
LARGE AGENCIES	State Highway Patrol	High School Diploma or GED	Website
	Cleveland	High School Diploma or GED	NTN
	Columbus	High School Diploma or GED	Website
	Cincinnati	High School Diploma or GED	Website