

Tim Touhy
Chairman



Emily E. Fox
Executive Director

ILLINOIS STATE POLICE MERIT BOARD

2024 PROMOTIONAL PROCESS TEST DECLARATION ANNOUNCEMENT

TESTING DATE DATES

The target Sergeant Job Knowledge and Assessment Center testing will be conducted the week of September 23-27, 2024, at the Wyndham Springfield City Centre, 700 E. Adams Street, in Springfield. The Merit Board will assign individual appointment dates and times. Participants will receive additional information by e-mail at a later date.

The target Master Sergeant Job Knowledge and Assessment Center testing will be conducted the week of September 9-13, 2024, at the Illinois State Police Merit Board, 531 Sangamon Avenue East, in Springfield. The Merit Board will assign individual appointment dates and times. Participants will receive additional information by e-mail at a later date.

If you fail to complete the Job Knowledge Exam and Assessment Center on your assigned date, time, and location, you are voluntarily removing yourself from consideration for the 2024 Promotional Process. Therefore, you will not be considered for the 2024 or 2025 Promotional Certification Lists. There will be no exceptions.

TEST ELIGIBILITY

To be eligible for participation in the 2024 Promotional Process, all candidates must complete the following:

1. Participate in the 2024 P3 ratings collaboration session.
(must elect to be considered for promotion in SPEAR)
2. Complete the online Test Declaration form by the stated deadline of June 30, 2024.

TEST DECLARATION

The online Test Declaration Form will be available from 8:30 AM on Saturday, June 1, 2024, until 4:00 PM on Sunday, June 30, 2024. To complete the Test Declaration Form, visit: www.illinoistrooper.com/login and select the Test Declaration menu item. You will be required to log-in using the credentials provided below.

Username: four-digit ISP Star ID#

Password: year, month, date of birth (yyyymmdd)

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PLEASE NOTE: It is a requirement to complete the Test Declaration Form by 4:00 PM CST, on Sunday, June 30, 2024. If you do not complete the Test Declaration Form by the deadline you will NOT be eligible to participate in the 2024 Promotional Process, therefore, your candidacy will not be considered for the 2024 or 2025 Promotional Certification Lists. Please retain your confirmation e-mail as proof of your declaration by the stated deadline.

There will be no exceptions.

READING LISTS

The 2024 Promotional Test Reading Lists have been published on the Merit Board's website. Under the Promotional Process tab, select Reading Lists.

To view and download the selected Compiled Statutes, Shift Briefings, and Law Bulletins, you will be required to log-in using your State Police Merit Board assigned credentials provided below. Under the Promotional Process tab, select Promotional Process Log-In.

Username: four-digit ISP Star ID#

Password: year, month, date of birth (yyyymmdd)

ORIENTATION

The Illinois State Police Merit Board's online candidate orientation for those testing to the rank of Sergeant and Master Sergeant will be available on the Merit Board's website from 8:30 AM on July 1, until 3:00 PM on July 12, 2024.

REMOTE TESTING

Candidates are required to take the Promotional Examination at the designated sites and times determined by the State Police Merit Board except for two deviations: military leave or pre-approved department authorized training. If you qualify for either of these deviations, you may apply for Remote Testing by completing a Remote Testing Request Form.

Requests must be submitted prior to any test administration and require approval from the Executive Director of the Merit Board. All requests will be reviewed, and each candidate will receive a decision in writing. There will be no exceptions.

The Remote Test Request form is available at illinoistrooper.com, under the Promotional Process tab. Completed forms should be e-mailed to promotions@ispmeritboard.org.

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SENIORITY

Seniority (in rank) as of July 1, 2024, shall consist of the time accumulated (as an Illinois State Police officer) in your permanently assigned rank with .2 points earned per month up to a maximum of 5 points (.2 points x 25 months = 5 points)

POST-TEST REVIEW

Candidates will be provided the opportunity to review their respective job-knowledge exam, along with the list of answers on the State Police Merit Board's website from Tuesday, October 8, at 8:30 AM, until Thursday, October 10, 2024, at 4:00 PM. Information regarding the Post-Test Review process will be provided to candidates at a later date.

PROCESS

The 2024 Job Knowledge Exam will be a **CLOSED BOOK EXAM**. The Promotional Process will be conducted in accordance with adopted Illinois State Police Merit Board Rules, Regulations and Procedures: **TITLE 80: PUBLIC OFFICIALS AND EMPLOYEES, SUBTITLE A: MERIT EMPLOYMENT SYSTEMS, CHAPTER IV: DEPARTMENT OF STATE POLICE MERIT BOARD, PART 150 PROCEDURES OF THE DEPARTMENT OF STATE POLICE MERIT BOARD.**