



FBI RICHMOND TEEN ACADEMY APPLICATION

Applicant/Student Information

Name: (Last, First, Middle)			
Grade Level ([2023-24] School Year):			
Home Street Address:		(Optional)	Male Female
City/State:		Zip Code	
Home Phone:		Cell Phone	
Email Address:		Referred by	
School Activities (attach page if necessary):			
Community Involvement (attach page if necessary):			

Parent/Guardian Information and Approval

Name (Last, First, Middle)			
Street Address			
City/State		Zip Code	
Home Phone		Cell Phone	
Business Phone		Email	
Emergency, please call:			
Signature			
Date			

School Information and Approval

Name			
Street Address			
City/State		Zip Code	
Phone		Email	

School Official	
Official's Position	
Phone	Email
Applicant's GPA	
Official's Signature	
Date	

The 2024 Richmond FBI Teen Academy is open to all current high schoolers in FBI Richmond's territory. The academy will be held at FBI Richmond, 1970 East Parham Road, Richmond, VA 23228 on June 25, 2024. Punctuality, professional behavior and appropriate dress will be required of all students attending this program.

The program is not exclusive to students interested in criminal justice. Due to the vast diversity in our workforce, any student with an interest in the FBI, what we do and how a relationship with the FBI can help their school is encouraged to apply. All students will be evaluated based on their application (GPA, school activities and community involvement) and essay to determine which students will be offered a seat in the class. None of the above elements will be the sole basis of evaluation of an application and the application process should be taken seriously by all applicants.

This application and supporting essay must be received by March 15, 2024 at 5 p.m. via mail or email for panel review. Hand delivered applications will not be accepted because of security policies. *Incomplete and late applications will not be accepted.*

Community Outreach Coordinator
 FBI Richmond
 1970 East Parham Road
 Richmond, VA 23228
 RH_Outreach@fbi.gov

Application Checklist:

- Student application:
 - Student information complete;
 - Parent/guardian information complete and signed;
 - School information complete;
 - Endorsing school official information complete;
 - School official notation of student's GPA (checks will be made).

- Essay indicating why the student wants to be part of the program and how the experience will serve the school:
 - Typed;
 - No more than two pages, single-spaced;
 - Essay format with proper capitalization and punctuation;
 - Name and email on each page.

- Release/indemnity form signed by parent/guardian indicated on the application form.

Students will be notified of their application status via email by close of business on April 30, 2024. Students selected to attend the FBI Teen Academy will be given additional information about the program and will be required to confirm their planned attendance.

Questions regarding the FBI Teen Academy or the application process can be directed to RH_Outreach@fbi.gov.



STUDENT PARTICIPATION CONSENT/RELEASE FORM

As the parent or guardian of _____, I give my permission for him/her to participate in the Federal Bureau of Investigation's Community Outreach Program, to include the: Adopt-A-School Program, Junior Special Agent Program, Mentoring Program, Youth Academy Program, Teen Academy Program, and/or Tutoring programs. I release the FBI and FBI employees, and/or any personnel affiliated with the FBI' s Community Outreach Program, from liability for any and all claims which may result from this program.

Should it be necessary for the above-named child to have medical treatment while participating in any of these programs, I hereby give the FBI personnel permission to use their judgment in obtaining medical services, and I give permission to the physician selected by the FBI personnel to render medical treatment deemed necessary and appropriate by the physician. I understand that the FBI has no insurance covering such medical or hospital costs; therefore, any cost incurred for such treatment shall be my sole responsibility.

Additionally, I understand that photographs may be taken by FBI officials/employees and used to promote FBI outreach programs. I agree to the release of photographs for FBI media communications and other FBI publications.

Parent/Guardian Signature

Date signed

Frequently Asked Questions Regarding the FBI Teen Academy

Q. Is the program only for high school [rising grades or ages]?

A. Yes, the program has been designed for high school students in grades 9-12 to ensure that they have at least one year remaining in their academic career at the school. This enables students to share the information they have learned and serve as peer mentors, when appropriate.

Q. Is the essay important?

A. Yes, the essay is important as it is often the first element of the application package that is reviewed by our panelists. This is an opportunity for the student to explain why they should attend and what benefit of the class will be beyond the student's own experience. In other words, a high GPA in absence of a well written essay and vice versa can be problematic.

Q. Do 4.0 students get a guaranteed seat in the class?

A. GPA is not the only method of student evaluation, and no student will be assured a seat by GPA alone. All students must submit a well-written essay detailing why they want to attend the academy and how the experience will benefit their school as well as have school activities and community involvement that demonstrate that he or she is a well-rounded student.

Q. Is a particular GPA required?

A. GPA is not the only method of student evaluation, and a minimum GPA is not stated; however, given the competitive nature of the application process, it is advantageous for a student to have a combination of a good GPA, well-written essay, school activities and community involvement.

Q. Does a student have to have specific experience or interest in law enforcement to be a successful candidate?

A. No, a student does not need to be in a criminal justice program, explorers program, ROTC, etc. The primary objective is to identify students who are capable of leadership and have an interest in what the FBI does.

Q. Is this experience similar to an internship?

A. The FBI Teen Academy is not an internship and while students may be offered case studies drawn from adjudicated cases, students will not be exposed to active cases or day-to-day investigations.

Q. I love forensic science! Will I get to learn techniques?

A. While students will be exposed to some basic evidence collection techniques during one of the many sessions, the day covers a wide variety of topics from a classroom and experiential perspective as well as concepts that are designed to enhance student awareness of issues such as cybercrime, cyber bullying, and more.