

Subject: Educational Profile	Page 1 of 1
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Section 800.30 Educational Profile

It shall be the policy of the Shively Police Department to keep a educational profile record of each employee of the Shively Police Department. Upon completion of a semester of study, each individual who has attended college, regardless of subject taken, should submit a copy of his/her grades to the office of Chief of Police. This, in turn, will be placed in his/her personnel file.