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Department of State Police

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DEPUTY SUPERINTENDENT

September 28, 2026

Dear Candidate:

The Massachusetts State Police (MSP) will soon begin the selection process for the 94th Recruit Training Troop. All candidates who elect to participate in this selection process do so with the understanding that the MSP reserves its right to modify or terminate this selection process if circumstances dictate. Notwithstanding this reservation, the MSP will begin the selection process for the 94th RTT. To this end, our plan is to begin processing candidates from the 2025 Initial Enlistment Eligible List within the next several months.

Candidates invited to compete for an appointment to the 94th RTT received an examination score on the 2025 MSP Eligible List of 70.05 or greater[1].

This letter contains a great deal of information and must be read carefully and completely. Read the letter several times and keep it in a safe place. Be clear that your examination score does not guarantee you an appointment to the State Police Academy; it simply provides you with an opportunity to compete. Your candidacy will be evaluated in terms of your fitness, medical and psychological suitability, personal background, compliance with the MSP's tattoo policy as well as your attention to detail, ability to follow direction, and demeanor. There will be little tolerance for one's inability to comply with directions. Your failure to attend any scheduled activity or meet any deadline will be considered a voluntary withdrawal from the selection process.

It is critical that all candidates remain completely truthful throughout the selection process. Failure to be completely truthful during any of the selection activities will result in your immediate termination from the selection process or from employment if such untruthfulness is discovered after an offer of employment has been extended. Candidates who are untruthful will also be removed from the MSP's 2025 Enlistment Eligible List and consequently eliminated from all other MSP employment opportunities that may otherwise result from the 2025 MSP Eligible List.

CANDIDATE NUMBER: For this selection process the Department of State Police has assigned you a unique *Candidate Number*. Your candidate number appears on the September 28, 2026, letter from Chief Administrative Officer Michelle E. Small and the "Interest Selection Form" that were emailed to you.

[1] The Massachusetts State Police presently estimates that the number of candidates with a score of 70.05 or greater will provide the Department enough candidates from which to make final appointments to the 94th RTT. In the event the MSP determines that additional candidates are necessary they will be contacted under separate cover.

Your *Candidate Number* is comprised of a prefix that associates with the Recruit Training Troop number (i.e., "94") and a suffix that loosely corresponds to your placement on the list of candidates being processed.[2] Your *Candidate Number* distinguishes you from all other candidates. Your *Candidate Number* will be used to identify you throughout the selection process. This number will serve as your personal identifier. **Retain this number.**

FUTURE CORRESPONDENCE AND INFORMATION: Announcements, employment forms, bulletins and the scheduling of selection activities will be administered through the Department's web page. The link for the 94th RTT can be found on: mass.gov/orgs/msp . **It is your responsibility to monitor this website for announcements and the scheduling of selection activities.** Your failure to satisfy any of the requirements of the selection process or your failure to attend a selection activity will be considered a voluntary withdrawal from the selection process. If recorded as a voluntary withdrawal, your name will be removed from the MSP's 2025 Eligible List.

Candidates will also be notified of certain selection activities and results by email. You must monitor both the 94th RTT Web Page as well as your email daily.

IMMEDIATE ACTION ITEMS:

1. COMPLETE THE "*INTEREST SELECTION FORM*".

Your personalized "Interest Selection Form" was enclosed in the September 28, 2026, mailing. You are required to complete this form electronically, sign and submit **no later than** October 21, 2026 **by 5:00 p.m.:**

***Interest Selection Forms* not received by** October 21, 2026, **will result in a default entry of "Option 2 - Decline" and the candidate's removal from the MSP's** 2025 **Eligible List.**

Below are the three Interest Selection Options from which you must choose one.

- "Option 1 - Accept" - By checking "Option 1" you will be processed as a candidate for appointment to the 94th RTT.
- "Option 2 - Decline" - By selecting "Option 2" you will not be processed as a candidate for the 94th RTT or for any other class that may be appointed from the MSP's 2025 Eligible List in the future.
- "Option 3 - Defer" - By selecting "Option 3 you are requesting that the MSP defer your candidacy for appointment to the 94th RTT for one of two specific reasons. The MSP will consider a request for deferral for medical or military reasons. Requests for deferral will be reviewed and decided on a case-by-case basis. The MSP's decision to defer or not defer shall be final. In the event you seek a deferral, you must supplement your "Interest Selection Form" with all relevant and supporting documentation. If your request for a deferral is denied, you will be given the opportunity to reselect either "Option 1" or "Option 2". If your request for deferral is granted, you will remain on the MSP's 2025 Eligible List and retain all such privileges and opportunities.

[2] In the event you are a candidate that received a deferral from a previous RTT, the prefix of your *Candidate Number* will reflect the RTT from which you carried forward.

2. **MONITOR THE 94th RTT WEBSITE AT THE MSP WEB PAGE (mass.gov/orgs/msp) FOR THE FOLLOWING SCHEDULED SELECTION ACTIVITIES AND OTHER INFORMATION:**

Physical Fitness Assessment: All candidates competing for an appointment to the 94th RTT must pass the Department's physical fitness assessment. The date, time and reporting instructions for your physical fitness assessment will be posted on the Department's 94th RTT website (www.mass.gov/msp >>94th RTT>>Fitness Assessment). Fitness schedules will be posted to the web page using your candidate number. In addition to the run schedule, minimum qualifying times and other reporting instructions will be posted to the 94th RTT web page. **If you are not actively training, you must start today!**

The physical fitness assessment will consist of one-minute pushups, 1.5 mile run, and 300 meter run.

Failure to attend your physical fitness assessment will be considered a voluntary withdrawal from the selection process.

You must bring the following three documents with you on the day of your Physical Fitness Assessment.

These documents are posted on the 94th RTT **website**:

- ***Medical Certification Form*** – The *Medical Certification* form must be signed by your physician or nurse practitioner and brought with you on the day of your fitness assessment. Securing your medical provider's authorization is your responsibility. This medical examination must be conducted by a physician of your choice and at your own expense. Your physician must complete and sign the *Medical Certification* form that will be posted on the website. The medical examination and authorization may be completed by a physician assistant or nurse practitioner. This release must be presented on the day of your fitness assessment. Candidates who fail to present a signed *Medical Certification* form on the day of their fitness assessment will not be allowed to participate. Posted at: www.mass.gov/msp >>94th Medical Assessment.

- ***Physical Fitness Screening Release Form*** – The *Physical Fitness Screening Release Form* must be signed, witnessed, and brought with you on the day of your assessment. It must be signed by you and a witness. (NOTE: The witness does not need to be a Notary Public.) Posted at: www.mass.gov/msp >>94th RTT>>Fitness Assessment.

- **94th RTT *Application*** – When you report for your 1.5-mile run, you will submit a fully executed and signed Trooper Application (including all attached releases). The Trooper Application is lengthy and requires significant time to complete. The application is a fillable pdf. Save the pdf to your drive and work on it as time permits. Save all changes frequently as you complete the application. As stated earlier, truthfulness and complete candor is paramount when completing the application. Once completed, print the application and sign at all designated locations in pen. The application will be posted at: www.mass.gov/msp >>94th RTT>>General.

Psychological Assessment: The psychological suitability of all candidates will be assessed as a component of the selection process. Reporting instructions will be posted on the 94th RTT website ("94th RTT">>" Psychological Assessment").

Medical Assessment: The medical suitability of all candidates will be assessed as a component of the selection process. Dates and times for the medical assessment have not yet been finalized. The date and time for your medical assessment, along with reporting instructions, will be posted to the 94th RTT website ("94th RTT">>" Medical Assessment"). Scheduled activities will be posted to the web page using your Candidate ID number. Failure to attend your medical assessment or any other scheduled activity or to meet a deadline will be considered a voluntary withdrawal from the selection process.

3. ADDITIONAL IMPORTANT INFORMATION

Tattoos: The policy will be posted on the "94th RTT" web page ("94th RTT">>" Tattoo Compliance") in the near future.

Process Compliance: Failure to satisfy any requirement of the selection process or to attend a scheduled event, or to meet a deadline – at any point in the process – will be considered a voluntary withdrawal from the selection process. If recorded as a voluntary withdrawal, your name will be removed from the MSP's 2025 Eligible List for appointment to the State Police.

Correspondence: As the selection process proceeds, virtually all correspondence will be transmitted by way of the Department's **"94th RTT"** web page. Appointments will be referenced by way of your *Candidate Number*. Names will not be used. In the event you need to communicate with the Department of State Police, you will do so via email. All correspondence will be sent to MSPRTT@pol.state.ma.us. You will retain copies of all email correspondence sent and received. In the event of an emergency or if there is an immediate need to contact someone at the Department of State Police, you may telephone my office at 508-820-2352. Telephone calls are limited to emergency or time-sensitive matters.

Photo ID: Whenever attending a selection activity, candidates must always have a valid photo identification with them (preferably a driver's license).

In conclusion, please be clear that this invitation to participate in the selection process for the 94th RTT does not guarantee you an appointment to the State Police Academy; it simply provides you an opportunity to compete. Our selection process is highly competitive, our training is extremely rigorous, and our Department is the best in the country. You have been challenged to compete for an appointment. If you are ready to accept the challenge, I wish you the best and look forward to receiving your *Interest Selection Form* no later than October 21, 2026.

Sincerely,

Michelle Small

Michelle E. Small
Chief Administrative Officer
Massachusetts State Police