

**STATE POLICE CADET
ORIENTATION SESSION
REPORTING INSTRUCTIONS**

This is a reminder that all members of Cadet Class #3 must attend an Orientation Session on **Thursday, May 15, 2025 in Framingham, MA**. Attendance is **mandatory** for all incoming Cadets. Follow these reporting instructions.

When to Report:

- You must report between 9:15 AM and 9:30 AM. Please do not arrive earlier than 9:15 AM.

Where to Go:

- The Orientation Session will be held in the State Police General Headquarters facility in Framingham, MA.

Massachusetts State Police General Headquarters
470 Worcester Road
Framingham, MA 01702

Upon arrival, please park as directed by the Troopers on site. Remain in your vehicle until a Trooper directs you to exit.

What to Wear:

- You must report in business attire.

What to Expect:

State Police Cadet Program and State Police Academy staff will -

- Present you with information about the State Police Academy and other units that will be relevant to your initial experience as a State Police Cadet
- Provide an opportunity to ask questions and become familiar with what to expect from the Cadet Program

Human Resources staff will -

- Provide an orientation to benefits and policies for State Police employees
- Review and collect required paperwork for newly hired employees
- Answer questions

What to Bring:

You will receive the below-listed forms via e-mail from MassCareers. Please complete and bring them with you to the Orientation Session.

1. State Board of Retirement Form
2. Direct Deposit Form
3. Acknowledgment of Receipt of MSP Policies
4. MSP Confidentiality Agreement

You must bring clear, legible copies of documentation to verify your identity and eligibility to work in the United States.

PHOTOCOPIES of acceptable documentation include:

- Either a copy of a valid, unexpired U.S. Passport or Passport Card; ***or***
- A copy of an active and unexpired MA driver's license ***and*** one of the following:
 - A U.S. Social Security card
 - A certified U.S. birth certificate OR Native American Tribal Documents
 - Certification of Report of Birth
 - Certificate of Naturalization or Certificate of Citizenship.

If your U.S. Social Security card bears a statement indicating that it cannot be used to verify your authorization to work in the U.S., you must provide additional documentation. Acceptable forms of additional documentation are listed here: [13.3 List C Documents That Establish Employment Authorization | USCIS](#).