



& INFORMATION STUDY GUIDE



Welcome Message from City Manager Micaela Moore



Welcome to the next step in what could be one of the most rewarding chapters of your life - considering a position as a Police Officer with the City of North Las Vegas! We are honored that you are exploring this incredible opportunity to serve our thriving city. At a time when our community is growing stronger each day, it takes courageous, dedicated individuals like yourself to uphold our values and embody our mission of safety, inclusivity, and service.

As the City Manager, I am immensely proud of the strides we are making together - from expanding public safety infrastructure and launching innovative training programs to strengthening neighborhood bonds and fostering economic resilience. Our North Las Vegas Police Department stands at the forefront of these efforts. A new in-house training academy, bilingual officer initiatives, and groundbreaking crime prevention strategies reflect our unwavering commitment to excellence, trust, and equity.

This study guide reflects our promise to invest in your success. Inside, you will find thoughtfully designed material calibrated to help you learn what is essential for entry into the Police Department. I encourage you to use this guide not only as an examination preparation tool but also as a resource to absorb the core principles that guide our work: integrity, accountability, community, and forward momentum.

Thank you for your interest in joining North Las Vegas as a Police Officer. Your willingness to serve matters - and we cannot wait to see the impact you will make in helping our city flourish. Best of luck as you advance through the selection process and know that you have the full support of the City team behind you.

Sincerely,

Micaela Moore

City Manager, City of North Las Vegas

Welcome Message from Chief of Police Jacqueline Gravatt



If you have a calling to serve your community — to stand for something greater than yourself — to join a family that challenges, supports and believes in you — then you already possess the heart of a North Las Vegas Police Officer. Our profession is not just a career; it’s a mission. As a Police Officer, you will have the rare opportunity to make a lasting difference in people’s lives; to protect the innocent, to restore peace where there is chaos, and to strengthen the bond between law enforcement and the community we serve. Few professions allow you to see the direct impact of your courage and compassion every single day.

Being a North Las Vegas Police Officer is a noble calling. Each day, our officers face the unknown with one clear purpose: To protect the safety and security of our residents, businesses and visitors, even when that means putting others before themselves. That level of service requires integrity, resilience and heart.

Our vision is simple but powerful: To enhance the safety and security of our city through effective, efficient law enforcement and strong community partnerships. Policing here is not about writing tickets or filing reports. It’s about solving problems, restoring trust and standing shoulder to shoulder with our neighbors to make North Las Vegas stronger.

As you move through this recruitment process, bring your best every single day. Prepare with purpose. Study this guide thoroughly. Demonstrate integrity and humility in every interaction. Strengthen your mind, your body and your resolve. The standards are high, because the mission is higher.

If you bring commitment, character and heart to this department, your potential here will be limitless.

Sincerely,

Jacqueline Gravatt

Chief of Police, City of North Las Vegas

Benefits

You have taken the first step toward a rewarding career in law enforcement and you are probably wondering what benefits come with serving as a Police officer in North Las Vegas. At NLVPD, we believe in taking care of the people who serve our community. That is why we offer a wide range of benefits that support your well-being, your family, and your future. From competitive pay and retirement, to on-site childcare and career development opportunities.

Take a look at just some of what we offer to help you thrive on, and off duty. For additional information on salary and benefits, check out our [NLVPD Salary and Benefits web page!](#)

Here is a summary of a few of the benefits of building your career with NLVPD:

Competitive Pay & Retirement

- Generous salary progression with regular step increases.
- Nevada PERS (Public Employees' Retirement System), no Social Security deductions.
- Opportunity for overtime, holiday pay, and specialty assignments.

Comprehensive Health & Wellness Benefits

- Full medical, dental, and vision coverage.
- Employee Assistance Program (EAP) for mental health and wellness.
- Access to City wellness initiatives, fitness opportunities, and safety programs.

Work-Life Support: On-Site Childcare

- Access to the City of North Las Vegas' new on-site daycare center, designed to support working parents.
- A huge asset for working moms, dual-career families, and single parents.

Military & Veteran-Friendly Employer

- Supportive of military leave and service transitions.
- Preference points in hiring process for eligible veterans.
- Welcoming environment for those continuing a life of service in uniform.

Lateral Opportunities & Career Growth

- Accelerated hiring process for lateral officers.
- Wide range of specialized units: K9, SWAT, Traffic, Investigations, and more.
- Leadership development programs and promotional tracks.

Be Part of Something Bigger

- Join a department that values innovation, accountability, and equity.
- Contribute to a city undergoing dynamic growth and transformation.
- Make a meaningful impact in diverse neighborhoods, schools, and community initiatives.

A Culture That Supports You

- Collaborative, team-oriented work environment.
- Leadership that invests in training, safety, and employee development.
- A place where you are more than a badge, you are part of the community.

Our City's Vision, Mission, & Values

When you join the City of North Las Vegas team, you are joining more than just another agency, you are aligning yourself with a City that is driven by purpose, innovation, and service. Our vision and mission reflect the energy and progress happening across North Las Vegas, and our core values are the foundation of how we serve every resident, visitor, and colleague with integrity and accountability. As you begin your journey, we invite you to learn more about what we stand for, and what it means to wear the badge in one of Nevada's most forward-moving cities.

OUR VISION

The City of North Las Vegas, leading the way in innovation and growth, where residents and businesses find opportunities to thrive.

OUR MISSION

We create and maintain a safe and vibrant community with strong infrastructure, smart economic development, and meaningful connection with the community.

OUR VALUES

We are accountable.

We take ownership of what we do. We serve our community with professionalism, integrity, and respect.

We are collaborative.

We build strong partnerships across our community to deliver exceptional service and support.

We are communicative.

We share information and creative ideas to promote and protect the best interests of the City.

We are innovative.

We are forward-thinking, creative, and inspirational in our approach to City government.

We are dedicated.

We are committed to addressing the diverse needs of our community with timely and effective solutions, now and into the future.

You can learn more about the [City's 2025 – 2030 Strategic Plan here!](#)

Our Police Department's Vision, Mission, & Values

When you join the North Las Vegas Police Department, you are stepping into more than a job, you are becoming part of a team dedicated to safety, service, and meaningful connection with our community. NLVPD encourages and empowers residents to work collaboratively with our officers and civilian team members to create a safe, secure, and enjoyable city for all.

OUR VISION

NLVPD is committed to enhancing the safety and security of our citizens by providing effective, efficient law enforcement and promoting community partnerships.

OUR MISSION

The mission of NLVPD is to enforce state, federal and local laws within the framework of the Constitution. We encourage the involvement of the community to assist in holding those who commit crimes accountable.

OUR VALUES

Quality Service: We deliver excellence and strive to continuously improve services.

Respect: We treat people with respect in all interactions.

Integrity: We make the right decisions for the right reasons.

Teamwork: We sustain an environment that respects individual opinion while building consensus toward a common goal.

Creativity: We encourage out-of-the-box thinking to try new approaches, test new ideas and find innovative solutions.

Accountability: We take ownership of what we do and do the job right.

Leadership: We inspire others to achieve their goals by leading by example.

You can learn more about our [Police Department here!](#)

Selection/Testing Process Summary

Starting Your Career with NLVPD — 7 Easy Steps

Our process for becoming a Police Officer with North Las Vegas is structured, transparent, and designed to help you succeed every step of the way. Here is an outline of the process:

1. Submit Your Online Application

Start by completing an online application via the City’s career portal by clicking on “Apply For A Job” towards the middle of the screen of our homepage at www.cityofnorthlasvegas.com. Applications are reviewed for the minimum qualifications as posted on the job announcement and you will be notified of the screening results via email. Make sure to highlight how you meet the minimum qualifications!

2. Take the Written Examination

The North Las Vegas Police Department (NLVPD) is committed to ensuring that every candidate is fairly and thoroughly evaluated for their readiness to serve. Once your application is submitted and has been successfully screened for minimum qualifications, you will be invited to take the written examination.

The written exam is designed to measure key knowledge, skills, and abilities (KSAs) required for success as a Police Officer with NLVPD. This guide provides background information, related reading material, definitions, and tips to help you feel confident and ready.

Written Exam Format

- The exam will consist of 100 multiple-choice questions.
- You will have approximately 2 hours to complete the test.
- All questions are designed to assess entry-level knowledge, skills and abilities.

What the Exam Measures

The test is built around four core areas, each linked to an essential KSAs:

Area 1: Reading Comprehension & Ability to Learn – Tests your ability to learn and adhere to policies, laws, and procedures and your ability to read, interpret, organize, and apply information.

Area 2: Reasoning & Decision-Making Ability – Tests your ability to make sound, logical decisions and your ability to perform basic math calculations.

Area 3: Written Communication & Language Mechanics – Tests your skill in correct English usage, grammar, punctuation, spelling, and clear and concise written communication.

Area 4: Interpersonal Communication & Judgment – Tests your ability to interact effectively using tact, common sense, and sound judgment and to establish cooperative relationships with colleagues and the community.

Note: You must achieve a passing score on the written examination to be considered for the next step, the Physical Fitness Test. Depending on the candidate pool and the number of positions available, invitations may be made in score order to the top candidates only, and therefore a passing score on the written exam does not guarantee a spot in the next phase.

3. Complete the Physical Fitness Test - Nevada Peace Officers are called upon to perform job functions where their fitness and readiness directly relate to their effectiveness, their safety, the safety of the public, and the safety of their co-workers. The POST Physical Fitness Standards are in place to ensure for a capable workforce in order to provide effective job performance.

- **Testing Standards** – Please note the **initial testing standards** versus the **academy graduation fitness test standards**. The initial standards are required to continue in the recruitment process. Testing standards for passing the Police Academy are more stringent!



Initial Fitness Test Standards

Physical fitness requirements for NLVPD candidates

- Vertical jump: 11.5 inches
- Agility run: 23.4 seconds
- Sit-ups: 24 in 1 minute
- Pushups: 18 (no time limit)
- 300-meter run: 82 seconds
- 1.5-mile run: 20 minutes, 20 seconds

Academy Graduation Fitness Test Standards

Physical fitness requirements for NLVPD recruits

- Vertical jump: 14 inches
- Agility run: 19.5 seconds
- Sit-ups: 30 in 1 minute
- Pushups: 23 (no time limit)
- 300-meter run: 68 seconds
- 1.5-mile run: 16 minutes, 57 seconds

- **Let Us Help!** – If you are struggling with the fitness test, we suggest you attend our Motivational Mondays and Workout Wednesdays to get tips and training from recruiting officers. Reach out to a Recruiter to inquire! We also encourage you to continue to join our workouts as you advance in the selection process. It is critical that candidates prepare physically for the Academy, which is rigorous!

4. Complete a Personal History Statement - It includes extensive biographical information, fingerprinting and an interview with a background investigator. The investigation will also include checks of employment, police, financial, education and military records.



Helpful Tip - Everyone has done things they are not proud of, but we understand that people grow and change! The worst approach is to omit, lie, or hide information. Honesty is the best policy! Please take time to carefully evaluate your background and experiences before you get started.

5. Complete Interview and Voice Stress Analysis (VSA) Examination - During the background process, you will undergo an interview with a background investigator and a VSA exam. The VSA is conducted by a background investigator and confirms information obtained during the application process.

6. Medical and drug testing - It is essential that candidates be in excellent health with no conditions that would restrict their ability to safely perform the essential functions of the police officer job. The medical evaluation is thorough, as good physical condition is necessary to succeed in the Academy. The requirements include:

- Visual acuity - Vision 20/20 in best eye, not worse than 20/30 in worse eye with/without correction. If correction is necessary, uncorrected vision no worse than 20/100 in each eye.
- Color vision - Must recognize 4/6 plates on titmus color vision test.
- Hearing - Average hearing 1000/2000/3000 HZ must not exceed 25db; no single reading to exceed 35db at 500/1000/2000/3000/4000HZ. A hearing aid can be accepted with a letter from an audiologist indicating proper fit and level of hearing correction in both ears.

7. Psychological evaluation - The psychological evaluation includes a written and an oral interview, as well as an evaluation by a psychologist familiar with successful performance in the job of police officer. During the interview, the psychologist will ask you a range of questions about your background, work history, current lifestyle, any symptoms or problems you may be experiencing, and what your expectations are about the job.

Reminder - As discussed earlier in this guide, the testing standards for passing the Police Academy are more stringent than the initial fitness test standards. Remember to stay in shape and work towards academy graduation fitness test standards!



Initial Fitness Test Standards

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STUDY GUIDE SECTION

The materials in the following pages have been prepared specifically to support your success in the Police Officer selection process for the City of North Las Vegas. This section includes reading passages and definitions designed to help you build familiarity with the types of content you may encounter on the written exam. These examples align with several key areas of the test, including:

- Reading Comprehension & Ability to Learn
- Written Communication & Language Mechanics

This guide is a great place to begin your preparation, but it is not exhaustive. To enhance your readiness, we encourage you to explore additional study tools, practice tests, or law enforcement resources available at your local library or online. A library resource flyer has been included at the end of this guide to help you get started.

Study Guide - Terms & Definitions Section

A portion of the questions on the written exam will be based on the definitions and terminology provided in the next section. These terms reflect language commonly used in law enforcement and are foundational to your understanding of police work. Studying this material carefully will improve your ability to recognize and apply key concepts on test day.

While there are no shortcuts to success, using this guide as a supplemental study tool will give you a strong foundation to move confidently through the next step in your journey with NLVPD.

TERMS & DEFINITIONS

Crimes Against Persons

Offenses that involve direct physical harm or the threat of harm to an individual.

- **Assault**
An unlawful attempt to use physical force against another person, or intentionally placing another person in reasonable apprehension of immediate bodily harm.
- **Battery**
Any willful and unlawful use of force or violence upon the person of another.
- **Manslaughter**
The unlawful killing of a human being without malice aforethought.

- **Stalking**
Engaging in a course of conduct directed at a specific person which seriously alarms, annoys, or harasses the person, and which serves no legitimate purpose.
- **Sexual Assault**
Subjects another person to sexual penetration, or forces another person to make a sexual penetration on themselves or another, against the will of the victim or under conditions where the perpetrator knows or should know that the victim is incapable of consenting. (Often referred to as Rape).
- **Mayhem**
Unlawfully and maliciously depriving a human being of a member of his or her body, or disabling, disfiguring, or rendering it useless, or cutting or disabling the tongue, or putting out or destroying an eye, or cutting off or disabling a limb or other part of the body. It essentially involves disfigurement or permanent disability.
- **Robbery**
The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Crimes Against Property

Offenses that involve interference with or damage to another person's property, without necessarily involving direct physical harm to a person.

- **Arson**
The willful and malicious setting on fire of any structure, forest land, or property, or causing an explosion that damages property.
- **Larceny / Theft**
The unlawful taking and carrying away of personal property belonging to another, with the intent to permanently deprive the owner of that property.
- **Burglary**
Unlawful entry into a building or other premises with the intent to commit a felony or theft.
- **Malicious Mischief / Vandalism**
Willfully and maliciously destroying, damaging, or defacing property belonging to another.
- **Forgery**
Falsely making or altering a written document, or signing a false name, with the intent to defraud or injure another. This includes forging checks, contracts, or official documents.
- **Embezzlement**
The fraudulent appropriation of property by a person to whom it has been entrusted. This differs from simple theft in that the perpetrator initially had lawful possession of the property they later misappropriated.

Crimes Against Public Health and Safety property

A wide range of offenses designed to protect the general well-being, order, and security of the community. Unlike crimes against persons or property, these crimes often don't have a single, direct victim but rather threaten the collective welfare.

- **Reckless Endangerment**
Willfully disregarding the safety of persons or property through a reckless or wanton act that creates a substantial risk of death or serious bodily harm.
- **Carrying Concealed Weapon Without a Permit**
Carrying a pistol, revolver, or other firearm concealed upon one's person without a valid permit issued by the sheriff of a Nevada county.
- **Possession of a Firearm on School Property**
Definition: Carrying or possessing a dangerous weapon on the premises of a public or private school or child care facility. Generally a gross misdemeanor or felony, with exceptions for law enforcement, security, or specific authorized activities.
- **Public Nuisance**
Any act or omission that unlawfully interferes with the public's enjoyment of life or property, endangers public safety or health, or creates public inconvenience.
- **Acts of Terrorism**
Any act involving the use or attempted use of sabotage, coercion, or violence intended to cause great bodily harm or death to the general population, or substantial destruction/contamination of infrastructure, resources, or the environment. These are extremely serious Category A felonies.

Severity Classifications

- **Felonies**
The most serious category of criminal offenses. They typically involve significant harm or threat of harm to victims and society.
- **Gross Misdemeanors**
More serious than a misdemeanor, but less serious than a felony. Punishable by imprisonment in *county jail* for up to 364 days (just under one year) and/or a fine of up to \$2,000.
- **Misdemeanors**
The least serious category of criminal offenses. Punishable by imprisonment in *county or city jail* for up to six months and/or a fine of up to \$1,000. For first-time offenders, probation, community service, or fines are common, with jail time being less likely unless there are aggravating factors or prior offenses.
- **Infractions (or Violations)**
Very minor offenses, often not considered "crimes" in the traditional sense as they do not carry potential jail time. Typically punishable only by fines. They generally do not result in a criminal record, nor do they grant the right to a jury trial or a court-appointed attorney.

General Terms

- **Arrest**
The taking of a person into custody in a case and in the manner authorized by law.
- **Crime**
An act or omission forbidden by law, punishable upon conviction by death, imprisonment, fine or other penalty or punishment.
- **Intent**
The circumstances connected to the perpetration of the offense and the sound mind and discretion of the person accused.

Parties to Crime

- **Principals**
Anyone who plays an active role in the crime, even if not the direct perpetrator, is considered a principal and can be prosecuted as if they were the main actor.
- **Accessory**
Individual who assist an offender after the crime has been committed, with the intent to help the offender avoid arrest, trial, conviction, or punishment.

Sample Question –

Question Based on Terms & Definitions List: What distinguishes Embezzlement from other forms of theft?

- A. It involves using force or threats to take something of value
- B. It includes entering a building with the intent to commit a felony
- C. It is the appropriation of property after having been lawfully entrusted with it
- D. It involves the willful destruction or defacement of someone else's property

Correct Answer: C

Explanation: Embezzlement differs from theft in that the perpetrator originally had lawful possession of the property.

Study Guide - Reading Passages Section

The following reading passages are provided to help you prepare for a portion of the Reading Comprehension & Ability to Learn sections of the exam. These passages are drawn from actual North Las Vegas Police Department policies, procedures, and values.

Understanding these passages is essential. **Questions on the written exam will be directly based on the content in this section.** You will be asked to demonstrate your ability to read, comprehend, and apply the information presented, just as you would be expected to do on the job as a Police Officer. **Do not focus on memorizing the passages as they will be provided to you during the exam. More so, focus on understanding and applying the information.**

As you read each passage, take time to understand the core ideas, responsibilities, and expectations described. Think critically about how the information might apply in real-world scenarios or policy-related decisions. Strong comprehension skills are key to success, not just on the exam, but throughout your future career in law enforcement. Use this section to build your confidence and readiness.

Reading Passage A – Code of Ethics

The North Las Vegas Police Department's Code of Ethics reflects a deep commitment to public trust and service. Officers are expected to uphold the highest standards of integrity, both on and off duty. This includes treating all individuals with respect and dignity, regardless of background, while enforcing the law impartially.

Officers shall not use their position for personal gain, nor shall they allow personal feelings, prejudices, or friendships to influence their decisions. Truthfulness, courage, discretion, and self-restraint are essential qualities. Each member is responsible for upholding the Department's values and reporting any misconduct that undermines public confidence.

The ethical standards outlined in this policy serve as a guide for daily conduct and decision-making. Officers are reminded that their actions reflect on the Department as a whole, and that ethical failures, even off-duty, can jeopardize the public's trust and the officer's employment. For example, dishonest or disrespectful behavior in public, even while off-duty, may lead to discipline or termination.

Reading Passage B – Use of Force: Definitions & Overview

The North Las Vegas Police Department defines force as any physical action taken by a peace officer to carry out the seizure of a person. Force may vary in level depending on the situation: minimal force is neither likely nor intended to cause injury; intermediate force carries a higher potential for injury but does not rise to the level of deadly force; and deadly force creates a substantial risk of causing death or serious bodily injury.

Officers may only use force that is objectively reasonable, meaning the nature and quality of the force used must be weighed against the governmental interest at stake, considering all facts and circumstances from the viewpoint of a reasonable officer on scene.

It is the Department's policy to minimize reliance on force whenever possible, with the highest regard for the value of human life and liberty. Deadly force may only be used to protect oneself or others from an immediate threat of death or serious bodily harm, or to prevent the escape of a violent felony suspect who poses an imminent threat to life.

If feasible, officers must issue a verbal warning before using deadly force. Deadly force is never authorized against individuals who pose a threat only to themselves.

Reading Passage C – Employee Conduct & Truthfulness

All employees of the North Las Vegas Police Department are expected to adhere to the highest standards of conduct. They must obey all laws and Department policies and avoid behavior that discredits the Department or impairs its efficiency.

Acts of insubordination, failure to follow lawful orders, or engaging in misconduct may result in disciplinary action. Employees are required to report misconduct or policy violations committed by others when observed or known.

Truthfulness is a foundational requirement. Employees shall not knowingly make false statements, misrepresent facts, or omit relevant information in any official report, interview, or testimony. This standard applies at all times, whether under oath or not.

Officers must also comply with legal disclosure requirements, including obligations under *Brady v. Maryland*, which requires the disclosure of exculpatory evidence that could benefit the defense in a criminal trial. Examples include a sustained finding of untruthfulness or past excessive force.

Failure to uphold truthfulness standards may result in termination and legal consequences, especially when it affects prosecutorial credibility or court proceedings.

Reading Passage D – Personal Conduct

Employees of the North Las Vegas Police Department are expected to maintain conduct that upholds the integrity and professionalism of the Department, both on and off duty. This includes refraining from any behavior that interferes with job performance, violates the law, or undermines public trust.

The Department prohibits harassment, discrimination, or behavior that creates a hostile work environment. Employees must not engage in inappropriate relationships that impair supervision or workplace harmony—for example, dating someone in their chain of command.

Employees are also prohibited from interfering in criminal or administrative investigations. Any attempt to obstruct or influence the outcome of an investigation may result in disciplinary action. Officers are expected to report misconduct they observe or learn about in accordance with Department procedures.

Reading Passage E – Outside Communication

All public communications by employees of the North Las Vegas Police Department must reflect the Department’s professionalism and mission. Employees must not make public statements, posts, or representations—whether verbal, written, or electronic—that discredit the Department or compromise investigations.

Only authorized personnel may speak on behalf of the Department to the media or other external audiences. Officers contacted by the media shall refer the request to the designated Public Information Officer or their supervisor. Unauthorized public commentary on Department operations is prohibited.

In cases involving individuals identified as undocumented non-citizens, officers must notify U.S. Immigration and Customs Enforcement (ICE) when the person is booked into the detention facility. This process must be documented in accordance with Department protocol.

Employees must also refrain from social media conduct that could reflect negatively on the Department or raise concerns regarding judgment or bias.

Reading Passage F – Use of Force Review Boards

The North Las Vegas Police Department uses two internal boards to review use of force incidents: the Force Review Board (FRB) and the Deadly Force Review Board (DFRB).

The FRB meets monthly to review:

- All uses of intermediate force by officers.
- Any use of minimal force that resulted in more than minor injury.
- Any use of minimal force where there is uncertainty about whether it was objectively reasonable.
- Any other incident or issue as requested by the Chief or Assistant Chief.

The DFRB is convened as needed and reviews every incident involving the use of deadly force by Department personnel.

Both boards ensure that force is used in compliance with Department policy, law, and best practices, promoting public safety and accountability.

Reading Passage G – Preferment and Financial Activities

Employees of the North Las Vegas Police Department must avoid any conduct that creates the appearance of preferential treatment or conflicts of interest. Accepting gifts, gratuities, or anything of value from individuals, organizations, or businesses—especially those involved in police matters—is prohibited unless specifically authorized.

Employees may not use their official position to secure privileges or favors for themselves or others. They must also refrain from soliciting donations, endorsements, or contributions that could create the appearance of favoritism by the Department.

Participation in outside financial activities must not interfere with the employee's responsibilities or compromise the Department's integrity. Financial dealings that raise concerns about ethics, influence, or divided loyalty are subject to review and possible discipline.

Reading Passage H – Personal Appearance

The North Las Vegas Police Department requires all employees to maintain a clean, professional, and disciplined appearance. Uniformed officers must wear Department-approved uniforms, equipment, and accessories as prescribed by policy. Uniforms must be clean, pressed, and worn in a manner that commands respect and reflects Departmental pride.

Grooming standards include guidelines for hair, facial hair, and hygiene that support a neat and consistent appearance. Tattoos, body piercings, and other modifications must not be visible if deemed unprofessional or distracting to the public.

Court attire for non-uniformed employees must be conservative, clean, and appropriate for a law enforcement setting. Specific appearance expectations may also apply during special assignments, promotional processes, or community events.

Sample Question –

Question Based on Reading Passage H: Based on the Department’s personal appearance standards, which of the following would most likely be considered out of compliance with policy?

- A. A detective wears clean, conservative clothing while testifying in court
- B. A patrol officer appears at a community event with a visible facial piercing
- C. A sergeant’s uniform is pressed and worn according to Department guidelines
- D. An officer on special assignment follows a temporary grooming directive

Correct Answer: B

Explanation: Based on the passage, visible body piercings that are considered unprofessional or distracting to the public are not permitted under the Department’s personal appearance standards.

Study Guide – Written Communication & Language Mechanics

Strong written communication is an essential part of a successful career in law enforcement. Whether you are documenting an incident, writing a report, or communicating with the public, your ability to spell correctly, choose the right words, and write clearly and professionally reflects directly on you and the department.

This portion of the written exam is designed to assess your English language skills, including:

- Spelling and vocabulary
- Grammar and punctuation
- Proper sentence structure and word usage

You will be asked to identify misspelled words, choose the correct meaning of words in context, and recognize sentences that are grammatically correct and properly punctuated. These skills will help you write clear, accurate, and professional documentation, something you will be expected to do daily as a Police Officer.

Study Tips & Pointers

Commonly Misspelled Words - Look out for spelling errors that are commonly and easily missed. Many words sound similar but are spelled differently. Examples of commonly misspelled words include:

- definitely (not definatly)
- separate (not seperate)
- different (not diferent)
- necessary (not neccessary)
- occurred (not occured)

Tip: If you are unsure about a word's spelling, try breaking it into parts or using memory tricks to remember tricky patterns.

Choosing the Right Definition (Synonyms in Context) - Some questions will ask you to select the correct meaning of a word based on how it is used in a sentence. The key is to read the full sentence carefully and look at the context.

For example, consider the following sentence -

“The officer was inundated with paperwork after the incident.”

Even if you are unsure of “inundated,” you might guess that it means overwhelmed or flooded based on the idea of a large amount of paperwork.

Tip: Eliminate answers that do not logically fit the tone or action of the sentence.

Grammar & Punctuation Reminders -

Watch for:

- Complete sentences – Look for a subject and verb. Avoid fragments.
- Commas and periods – Use them to separate ideas, not randomly insert them.
- Common grammar pitfalls – Watch for run-on sentences, incorrect capitalization, and misplaced commas.

For example, consider the following sentences -

Correct: The search took place without incident, except for a short argument between two participants.

Incorrect: The search took place. Without incident except for a short argument between two participants.

Tip: Read the sentence out loud, or in your mind, if it sounds awkward or incomplete, it might need correction.

Additional Preparation for the Written Exam

As a reminder – The test is built around the four core areas listed below. Each area is linked to an essential knowledge, skill, and ability and will measure:

Area 1: Reading Comprehension & Ability to Learn – Tests your ability to learn and adhere to policies, laws, and procedures and your ability to read, interpret, organize, and apply information.

Area 2: Reasoning & Decision-Making Ability – Tests your ability to make sound, logical decisions and your ability to perform basic math calculations.

Area 3: Written Communication & Language Mechanics – Tests your skill in correct English usage, grammar, punctuation, spelling, and clear and concise written communication.

Area 4: Interpersonal Communication & Judgment – Tests your ability to interact effectively using tact, common sense, and sound judgment and to establish cooperative relationships with colleagues and the community.

In addition to reviewing the reading passages and definitions included in this guide, candidates are encouraged to broaden their preparation to reflect the full range of knowledge and abilities required of a Police Officer. The written exam will include questions that assess your ability to read and interpret various types of information, including written policies, short paragraphs, directional maps, and simple charts or data tables. You may be asked to draw conclusions or make logical decisions based on that information, just as you would need to do on duty.

Some questions will test basic math skills, such as adding, subtracting, multiplying, and dividing, often in practical, job-related scenarios. You will also encounter questions on grammar, spelling, and sentence structure to evaluate how effectively you can communicate in writing, which is essential for writing reports and documenting incidents.

To give yourself the best chance at success, take time to review reading comprehension, logical reasoning, written communication, and fundamental math. These areas are critical not only for passing the test, but for thriving in your career as a North Las Vegas Police Officer.

As you prepare for the Police Officer Written Exam, do not forget to take advantage of your local library! Libraries offer free access to practice tests, study guides, law enforcement exam prep books, and other materials that can help you strengthen your reading, writing, and reasoning skills. Whether you are brushing up on grammar, reviewing vocabulary, or practicing timed tests, the library is a valuable resource to support your success.

We have included a flyer in this guide below that highlights available services and materials through the North Las Vegas Library District, be sure to check it out. And, as mentioned in the Selection Process Overview section of this guide, do not forget about our Motivational Mondays and Workout Wednesdays as you prepare for the physical exam!

We are excited that you are considering a future with the North Las Vegas Police Department! This study guide was created to help you prepare for the Police Officer Written Exam and to give you a glimpse into the standards, expectations, and values that define our City and our Department. As you review the material, stay focused, be consistent in your study efforts, and take pride in knowing that every step you take brings you closer to a meaningful and rewarding career in service to your community.





We wish you the very best on the exam, and we look forward to seeing you advance through the selection process. Your journey starts here!

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LearningExpress Library is a free online resource for City employees, providing practice tests, tutorials, eBooks, and skill-building materials for career advancement and personal development. Access is made possible by your North Las Vegas Library District.

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- Go to www.nlvld.org
- Select *Apply For A Library Card*
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Apply In Person

- To open an account, visit any of our three library locations with a government-issued ID that lists your current address

Library Branches



Aliante Library

2400 W. Deer Springs Way
North Las Vegas, NV 89084
T: (702) 839-2980



Alexander Library

1755 W. Alexander Rd.
North Las Vegas, NV 89032
T: (702) 633-2880



City Hall Library

2250 Las Vegas Blvd. N.
North Las Vegas, NV 89030
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